

Village of Los Lunas



Final Budget
Fiscal Year 2004-2005

July 22, 2004

The Honorable Mayor, Council and Citizens
Village of Los Lunas
PO Box 1209
Los Lunas, New Mexico 87031

Gentlemen/Ladies:

Submitted herewith is the Fiscal Year 2004-2005 Budget for the Village of Los Lunas. This document culminates a six (6) month process representing the staff's efforts to not only prepare a comprehensive budget document for the upcoming year, but, to continue with the development of a long term focus to prepare the Village fiscally for the next decade. Once again, this budget was developed with major emphasis on the Village's five (5) year capital improvement plan, along with twenty (20) year revenue and operating expenditure projections. These efforts are in keeping with the staff's commitment to an on-going, long-range planning process in all Village affairs.

Preparation of a high-quality budget is a top priority of Village staff. In addition to striving for high quality, significant efforts are continuously made to make the budget document more "user friendly" not only for elected officials, but also for staff, and the citizens of Los Lunas. Moreover, in keeping with the Village's fiduciary responsibilities, and in order to facilitate the effective management of the Village's financial resources, this budget incorporates its statement of fiscal policy. The fiscal policy includes specific criteria regarding budgeting, reserves, investments, and procurement.

Every entity has some method (formal or informal) for prioritizing needs, and thus, developing a budget for the organization. Priorities were developed and utilized in preparation of this document. These priorities also take into account the impact of federal and state unfunded mandates that require local appropriations without outside revenue sources.

Additionally, departmental goals and objectives were used as the basis for the respective department directors to formulate expenditure requests and operational plans. We will continue to make goals and objectives an integral part of our budget process, as well as our daily operations.

Using the Village's 5 Year Infrastructure Capital Improvements Plan (ICIP), state funds and Village appropriations were leveraged to the greatest degree possible for these necessary capital expenses. About \$12.8 million has been budgeted for capital purchases and capital projects. The Village continues to focus on repairing, replacing and upgrading water/sewer lines, upgrading Village streets, developing park areas and enhancing technology based systems. Additionally, lease/purchase arrangements continue to be made for certain capital purchases with special or enterprise fund revenues.

Significant increases in community development related activities, including building permits, zoning cases, and code enforcement cases have been experienced in the past decade. One of the Villages' most significant economic development projects has been a Wal-Mart Distribution Center. Fiscal Year 2004-2005 Budget highlights includes expenditures in the following areas:

1. Focusing on economic development. The Village's priority is to continue efforts to attract new businesses to Los Lunas. The additions of new retail trades continue to provide significant new employment opportunities for citizens of Los Lunas. The most recent additions have included two new retail plaza sites anchored by the Wal-Mart Super Center and The Home Depot.
2. With the completion and adoption of the updated Comprehensive Master Plan for the Village, efforts are now focused on reviewing and updating various Village fees (e.g. impact and permit fees).
3. Continuing to work with an Economic Development Specialist to assist in attracting both industrial development and retail trade.

Since the Village of Los Lunas is a service-oriented organization, a significant portion of the budgeted expenditures is personnel services (i.e. payroll, health insurance, sick leave, retirement, etc.). Several other employee related expenditures are treated as operating expenses, and therefore, not categorized as personnel services. In Fiscal Year 2004-2005, we will strive to provide for the following:

1. Emphasize employee training.
2. Improve on our Award winning Total Quality Management (TQM) system through Quality New Mexico.
3. Emphasize the Village Safety Program, which continually lowers the Village Workers compensation modifier.
4. Continue with the implementation of "Operational Goals and Objectives".

The primary industry in the Village of Los Lunas continues to be retail-trade. Gross receipt taxes continue to improve and economic indicators demonstrate that the local economy is healthy and thriving. As noted previously, major retail trade in Los Lunas now includes a Wal-Mart Super Center and a Home Depot. In addition, although new single dwelling unit permits issued declined slightly from the previous year, permits for commercial buildings were only slightly below the five year average.

The coming year will continue to present many challenges for the Village of Los Lunas. The passage of the additional 1/8 cent gross receipts tax continues to help ensure the fiscal stability of the Village of Los Lunas. This budget will accomplish the major priorities that the Village Council, staff and many citizens have identified. Sound fiscal and comprehensive planning will enable the Village to enter the next year in a strong fiscal position.

I would like to express my appreciation to all of the Department Heads and Supervisors of the Village for their efforts in the development of this document.

Sincerely

Phillip Jaramillo
Administrator

**VILLAGE OF LOS LUNAS
2004-2005 FINAL BUDGET**

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OVERVIEW AND DEBT SERVICE FUNDS

BUDGET OVERVIEW The Fiscal Year (FY) 2004-2005 Budget includes seventeen (17) funds, which are separated into six (6) fund types. The Village operates on a cash basis and therefore the budget is presented on a cash basis. Total revenues for all funds combined are \$25,967,017. Total expenditures are \$27,203,387. The total estimated beginning cash balance is \$14,425,071 and the total ending cash balance on 6/30/2005 is projected to be \$13,188,702. An increase of \$1,395,770 (11.8%) over fiscal year 2004.

The principal operating fund of the Village is the General Fund. Revenues are derived primarily from gross receipts taxes, property tax, franchise tax, intergovernmental/grants, licenses and permits, sales and services and a variety of other sources.

Total revenues will decrease by \$3,136,670 from FY 2004-2005, which represents a 10.78% decrease. The largest decrease in revenues is for the Water/Sewer Fund, approximately \$4,195,475. General fund revenues for the Village will increase by 13.11% (\$1,259,316), with the most significant increase being in the Village Imposed Taxes category (\$668,603).

1. Gross receipts tax including state shared (1.225%) and municipal gross receipts (1.00%) totaling \$4,152,985 represents 38.21% of total revenues in the general fund.
2. Property tax rates imposed by the Governing Body are at the maximum rate authorized, \$7.65 per \$1,000. Revenues from property taxes (including delinquencies) will total \$1,089,082 and represent 10.13% of total revenues in the fund.
3. State shared taxes include the cigarette tax, auto license distribution, and gross receipts tax. State shared tax revenues totals \$3,575,717 and comprises 32% of the revenues in the general fund. Although the 1.225% state shared gross receipts tax is actually a shared tax, it is categorized as a gross receipts tax in order to reflect a true picture of the impact of gross receipts. In addition, the Village is required to report the gasoline tax, formerly categorized as a general fund revenue, as a "Special Revenue Fund".

4. Franchise taxes from the utility and cable companies total \$269,278 which represents 2.48% of the total revenues in the general fund.
5. License and permit revenue totals \$118,279 and represents 1.09% of the total revenue in the general fund.
6. Intergovernmental/grants revenues total \$1,752,241 or 16.12% of the total revenues in the general fund.
7. Sales and service totals \$758,283 and comprises 6.98% of the total revenues in the general fund.

Total expenditures are projected to be \$27,203,387 a decrease of 11.07%. However, General Fund expenditures are projected to increase 7.06%.

The Utility Fund is an enterprise fund that accounts for all water and sewer operations. Total revenues in the fund are projected to be \$3,575,880, which is a decrease of 54% from fiscal year 2004-2005.

The Village has completed six of seven phases defined by the Village's water master plan. The seven phases are as follows; Phase I – Tank and Transmission Line; Phase II – Transmission Line; Phase III - Water Well; Phase IV – Reconstruct Pump Station; Phase V – South Water Loop Installation; Phase VI – South Water Loop Extension; and Phase VII – North Water Loop Installation. Only the South Loop Extension remains.

Expenditures are projected to total \$3,578,723, which is an 114% decrease from fiscal year 2004-2005. As discussed above, this expenditure reflects a continuance of the projects that began in previous years.

The Solid Waste Department continues with its operations improvements programs which were prompted by the State mandated closure of the Village landfill. Improved Operations now includes a materials recovery and transfer facility. In addition, the department has continued with its automation of the solid waste collection system. Solid waste rates were only increased by 1.6% that represents a cost of living increase.

The special Revenue funds of the Village are as follows:

1. Recreation Fund
2. State Fire
3. Emergency Medical Services
4. Law Enforcement Protection
5. Corrections Fees
6. Infrastructure Fund
7. 2003 Bond Investment Fund
8. Lodgers Tax
9. Municipal Street Fund (Gasoline Tax)

The total combined revenues of the Special Revenue Funds is projected at \$5,561,983 with budgeted expenditures of \$5,743,484. These funds were set up as a result of New Mexico State Law and our needed to track funding sources. Information for the three major Special Revenue Funds are discussed below:

- 2003 Bond Investment Fund. This fund was developed to ensure proper accounting for the Bond monies realized from the 2003 bond issue.
- Infrastructure Fund. The major revenue source in this fund is the Municipal Infrastructure Gross Receipts Tax. This fund is used to finance various street projects and utility projects as authorized in the New Mexico Statutes.
- Municipal Street Fund. This fund consists of revenues derived from gasoline taxes and is used to finance equipment, highway right-of-ways, and utilities for the street department.

DEBT SERVICE FUNDS

The Village of Los Lunas currently has two service bonds which are described below.

Gross Receipts Tax Revenue Bonds

1. Gross Receipts Tax Improvement Revenue Bonds, Series 2003A April, 2003 \$5,175,000.
2. Gross Receipts Tax Refunding Revenue Bond, Series 2003B April, 2003 \$4,565,000.

The purpose of this issue was to defray the cost to 1) refund the Village's Gross Receipts Tax Refunding Revenue Bonds, Series 1993 and the Village's Infrastructure Fund Gross Receipts Tax Revenue Bonds, Series 1995, 2) acquire, extend, enlarge, better, repair, otherwise improve or maintain sanitary sewers, sewage

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The purpose of this issue was to defray the cost to 1) refund the Village's Gross Receipts Tax Refunding Revenue Bonds, Series 1993 and the Village's Infrastructure Fund Gross Receipts Tax Revenue Bonds, Series 1995, 2) acquire, extend, enlarge, better, repair, otherwise improve or maintain sanitary sewers, sewage treatment plants or water utilities, including but not necessarily limited to the acquisition of rights of way and water and water rights, or any combination of the foregoing, 3) construct, purchase, furnish, equip, rehabilitate, make additions to or make improvements to public buildings, 4) purchase, acquire, rehabilitate fire-fighting equipment or any combination of the foregoing, 5) acquire, construct, purchase, equip, furnish, make additions to, renovate, rehabilitate, beautify or otherwise improve public parking or recreational facilities, and 6) cover all costs incidental to the foregoing and incidental to the issuance of the Bonds.

GUIDE FOR THE USE OF BUDGET DOCUMENT

Summary

This document is the annual budget of the Village of Los Lunas, New Mexico for the budget year beginning July 1, 2004 and ending June 30, 2005. The primary purpose of this document is to plan the receipts and expenditures of all Village moneys in accordance with the policies of the State of New Mexico Statutes, as required by the State Department and Administration, Local Government Division. By adoption of this budget, the Village Governing Body establishes the level of services to be provided, the amount of taxes and utility rates to be charged and the various programs to provide these services. The adoption of the budget is probably the most important decision made by the Village Council each year.

The Budget document begins with a budget message by the Village Administrator. The document is then divided into four (4) basic sections.

SECTION TWO

Summaries, Statistics and Charts, are included in Section Two. This section also includes summaries of the Village's budgeted revenues, expenditures, and other sources by fund as well as graphic presentations of such financial information.

SECTION THREE

Section three contains the Operating Budget which represents the actual line item budget approved for the current year with comparison to the budget of the prior year. In addition, for comparison purposes, the actual figures are provided for the year proceeding the prior budget year. Budgets are presented for General Fund, Enterprise Funds, Special Revenue Funds, Trust and Agency Funds, and Capital Project Funds. The General Fund and Enterprise Funds are the two primary operating funds of the Village. Their moneys are not commingled and their operations are separate from one another. Each department within these funds is presented in the budget and includes a two-year comparison. Even though all departments are budgeted separately, certain departments assist in the services of other departments.

SECTION FOUR

Section four contains budget information relating to all Special Revenue funds, Enterprise funds, Debt Service funds, Trust & Agency funds and Capital Project funds.

SECTION FIVE

Debt Service schedules are provided in this Section to explain the payment of principal and interest on general long-term debt of the Village and the purpose of each bond issue. In addition, this Section contains a schedule of insurance's and a short Glossary. The Glossary is presented to facilitate the "User Friendliness" of the budget.

CONCLUDING STATEMENT

The revenue and expenditure estimates for current and prior budget years are based upon historic data and specific known variances within each division. Revenue projections are further determined by a review of current regional conditions such as interest rates, local development, and economic trends. These factors are admittedly subjective.

This budget has been compiled with the citizens of Los Lunas in mind to provide some measure of value in evaluating the historical and projected operations of the Village. The Village Council and Village staff sincerely hope that this budget will prove to be useful to all interested readers.

BUDGET RESOLUTION FOR FISCAL YEAR 2004-2005

The budget resolution for Fiscal Year 2004-2005 is presented on the following page. The budget and budget resolution were presented before the Council at its regular scheduled meeting on July 22, 2004 and was passed by a unanimous vote.



VILLAGE OF LOS LUNAS

Resolution No. 04-15

A RESOLUTION ADOPTING THE 2004-2005 FISCAL YEAR REVENUE AND EXPENDITURES BUDGET FOR THE VILLAGE OF LOS LUNAS

WHEREAS, The Governing Body of the Village of Los Lunas, New Mexico, has developed a budget for fiscal year 2004-2005; and

WHEREAS, Said budget was developed on the basis of need and through cooperation with all user departments, elected officials and other department supervisors; and

WHEREAS, The official meeting for the review of the budget was advertised in compliance with the State Open Meeting Act; and

WHEREAS, It is the majority opinion of this Board that the proposed budget meets the requirements as currently determined for the fiscal year 2004-2005.

NOW, THEREFORE BE IT RESOLVED THE GOVERNING BODY OF THE VILLAGE OF LOS LUNAS, NEW MEICO:

1. The accompanying budget will be the approved budget for the 2004-2005 year for the Village of Los Lunas and respectfully request approval by the Local Government Division of the New Mexico State Department of Finance and Administration.

PASSED, APPROVED AND ADOPTED by the governing body at its regular meeting of July 22, 2004.

ATTEST:

Phillip Jaramillo, Administrator

Charles Griego, Mayor Pro-Tem

Cecilia "CC" Castillo, Councilor

Gerard Saiz, Councilor

Robert Vialpando, Councilor

PRINCIPAL OFFICIALS

GOVERNING BODY

Louis F. Huning, Mayor
Cecilia CC Castillo, Councilwoman
Charles Griego, Councilor
Gerard Saiz, Councilor
Robert Vialpando, Councilor



MANAGER

Phillip Jaramillo, Administrator, CMC, AAE

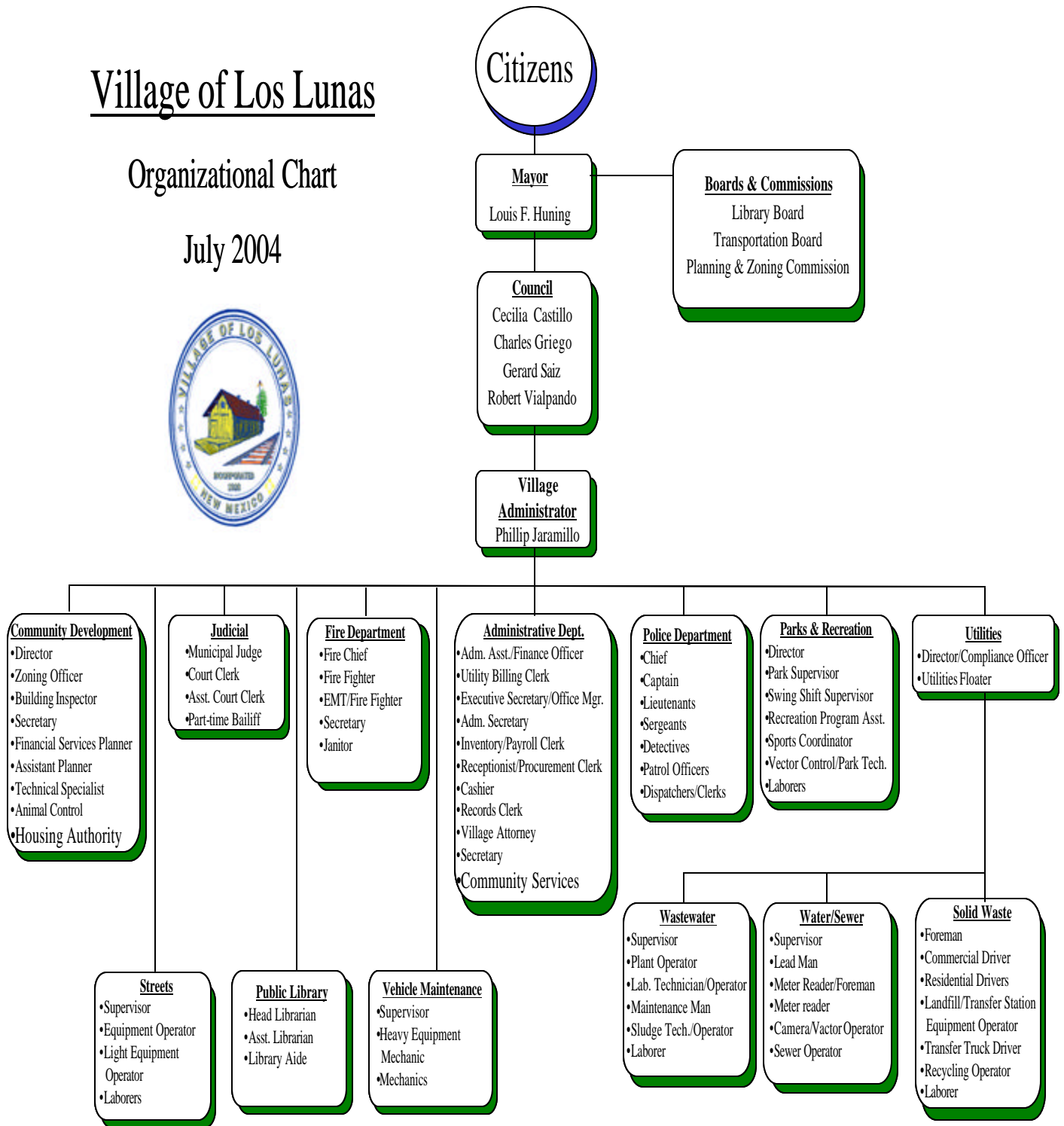
DEPARTMENT HEADS

FINANCE OFFICER – Monica Clarke
JUDICIAL – Judge J. Aragon
POLICE – Chief Nick Balido
FIRE – Chief Atilano Chavez
COMMUNITY DEVELOPMENT – T.A. Mondragon
UTILITY – Betty Behrend

Village of Los Lunas

Organizational Chart

July 2004



July 1, 2004

VILLAGE POLICIES AND PROCEDURES

FISCAL POLICY

The overall goal of the Village's fiscal policy is to establish and maintain effective management of the Village's financial resources. Formal policy statements and major objectives provide the foundation for achieving this goal. Accordingly, this section outlines the policies used in guiding the preparation and management of the Village's overall budget and the major objectives to be accomplished.

BUDGETING

1. A comprehensive annual budget will be prepared for all funds expended by the Village.
2. The budget will be prepared in such a manner as to facilitate its understanding by citizens, elected officials, and employees.
3. In addition to the public hearings required by state statute prior to adoption of the budget, workshops will be held on the budget that will be open to the public.
4. Copies of the budget will be made available to elected officials, citizens and the media prior to the public hearings and workshops.
5. Budgetary emphasis will focus on providing those basic municipal services which provide the maximum level of services, to the most citizens, in the most cost effective manner, with due consideration being given to all costs - economic, fiscal, and social.
6. The budget process will begin each fiscal year with a list of priorities developed by both management and staff.
7. The budget will provide for adequate maintenance of capital, plant, and equipment and for their orderly replacement.
8. The Village will adopt and annually update an Infrastructure Capital Improvements Plan (ICIP) and strive to make budgetary decisions in accordance with this plan.
9. The Village will continue to develop operating budgets with a sharp focus on long-term solvency.
10. The Village will maintain a budgetary control system to help it adhere to the established budget.

11. The Village will exercise budgetary control through the governing body and Village Administrator in accordance with state statutes and Village regulations.
12. The Village will continue to prepare and update 20 year financial plans based on historical and current data which serves as an invaluable tool in assisting the Village Governing Body in making sound management decisions. These decisions not only impact the current year but will also impact the future of the Village.
13. The Village will amend the budget only in a manner consistent with State of New Mexico Department of Finance and Administration (DFA) regulations.
14. The Village will maintain a working capital reserve equal to 8.33% (1/12) of the total operating expenditures of the General Fund in accordance with DFA regulations.
15. The Village will create a designated reserve in the General Fund for the purpose of providing for emergency or unplanned expenditures and revenue shortfalls that may occur in a fiscal year. The established goal for this reserve is to maintain a minimum level equal to one month's operations.
16. The Village will charge the Utility Fund and the Section 8 Fund a pro-rated share of Finance and Administration expenses (identified as bookkeeping charges) to help defray the administration cost to the General fund.

INVESTMENTS

1. The Village will maintain an investment policy in accordance with state statutes and its own regulations.
2. The investment policy is designed to accomplish the following:
 - a. Maximize investment returns while minimizing risk.
 - b. Maintain a level of liquidity to ensure that unanticipated cash needs are met.
 - c. Allow for diversification of the Village's portfolio.
 - d. Recognize the impact of the Village's investment program on the local economy.

PURCHASING

1. The Village will maintain a purchasing policy featuring a centralized purchasing department in accordance with the State of New Mexico Procurement Code.
2. The Governing Body has adopted a Resolution enacting Village procurement regulations that provide for:
 - a. The control of expenditures within appropriations of the adopted budget.
 - b. All purchases being made at the most effective and economic prices possible.

BUDGET PRIORITIES

1. Expenditures designed to promote, enhance, or ensure public health, safety and welfare.
2. Expenditures necessary to comply with state and federal laws or regulations.
3. Expenditures necessary to deliver the "basic services" to the residents and businesses of the Village.
4. Expenditures when it is verifiable that after being made will reduce ongoing maintenance and operating expenditures by either reducing overall costs or avoiding anticipated costs.
5. Expenditures that will verifiably enhance economic development.
6. Expenditures designed to provide for greater internal controls and, therefore, enhance financial accountability.

7. Expenditures for employee training and deduction aimed at making Village personnel more proficient and productive in performing their duties.
8. Expenditures designed to provide for improved information management in order to provide for enhanced decision making.
9. Expenditures designed to enhance future planning of community's needs.

BUDGET PROCEDURES

The budget process begins with the distribution of Budget Preparation Packages to the department heads. Each Department Head meets with his/her employees to review the worksheets for the operations of the department, personnel requirements and capital outlay. Every employee in the Village is encouraged to make suggestions and/or recommendations during the budget process. The budget worksheets for the operations of the departments contain four columns (1) prior year actual, (2) current year budget, (3) proposed budget, and (4) percent change. Columns 1, 2, and 3 contain the financial information to be used by the department head as a guide to complete the proposed budget. It is assumed that the past financial needs are a good indication as to the future financial needs and the budget is projected on this basis. The worksheets for personnel requirements and capital outlay do not contain prior year actual or current year estimated, due to the fact that this information is available in each department and the projection of these categories do not require comparative data.

The Village Administrator and Financial Planner prepare the revenue budget. All revenues are budgeted with the use of comparative financial information provided by prior year actual revenues and current year estimated revenue.

When the departments have completed their budget preparation packages each Department Head then meets with the Village Administrator to review their budget. During this meeting the budget is refined and prioritized.

After the Village Administrator reviews the expenditures and revenues, a budget retreat is scheduled for the Village Mayor and Council for review. The Village Governing Body reviews the budget at the retreat, where the budget is again refined and prioritized.

When the budget has been finalized by the Village Governing Body, it is compiled by the Finance Department and the following procedures are followed for formal adoption of the budget:

1. The Village Administrator submits to the Governing Body the operating budget for the fiscal year commencing the following July 1st, which must be approved before the proceeding June 1st. The operating budget includes proposed expenditures and the means of financing them.
2. The operating budget is then submitted to the State of New Mexico, Local Government, Department of Finance and Administration (DFA), for preliminary approval. Section 6-

6-2, NMSA, 1978 Compilation requires that the Local Government Division review and approve final budgets prior to the first Monday in September.

3. Upon completion of the closing of the previous fiscal year, the Finance Department reconciles cash balances forward, and budget to actual conditions. A finalized budget is compiled with all changes effected by the previous year-end closing and any adjustments made by DFA. This is then submitted to the Village Administrator for review.

AMENDMENTS TO FISCAL YEAR BUDGET

During the fiscal year, the Village Administrator has the authority, by Council to transfer budgeted amounts within the operational expense budget of a department (i.e. from one line item in operations to another in operations). However, the Council must approve all other budget transfers from one budget category to another (e.g. from Capital Outlay to Operating). All other revisions in regards to changing the overall budget require a resolution by the Village Governing Body and DFA approval.

The Governing Body holds budget reviews monthly, and at this time a resolution is prepared for any additions, and/or amendment to the budget.

The Village maintains control of the budget through the Department Heads and the Purchasing Program. The Department Heads are responsible in keeping within the budget and they maintain control by careful planning, monitoring their monthly financial reports and daily activities. The purchasing Program was implemented in July 1992, and is used to monitor line item expenditures at the time any purchases are made. The program allows the Purchasing Agent to dishonor a Purchase Order for any line item shown over budget. Since a Purchase Order is required for all purchases, this program assists the department heads as well as management in controlling the fiscal year budget.

Total Operating Budget Summary

Summary

The following schedules and pie charts best illustrate the Village's resources and the application of those resources.

The Budget Recap schedule (Table 1) is the FY 2004-2005 budget summary of all fund types combined. The total estimated revenues are \$25,967,017, which is a 10.78% decrease from last year. Chart 1 presents a summary of revenues by fund type including transfers in.

The total combined expenditure budget is \$27,203,387 which represents a 11.07% decrease from the prior year. Chart 2 presents a summary of expenditures by fund type including transfers out. The Village is anticipating a slight decrease in its cash balance reserves. The budget recap schedule also shows, by category, the Village's total appropriated budget (excluding intergovernmental transfers) and where the money is spent.

Municipal Gross Receipts Tax

Tax authorized pursuant to New Mexico State Statutes and implemented by local governments with tax collected from retailers on goods and services sold. The State of New Mexico gives local governments authority to enact a gross receipts tax up to one-and-a-quarter percent. The Village of Los Lunas imposes the maximum tax rate authorized which is 1.3125%

The Village's largest revenue source is highly responsive to changes in economic activity. Because the Village is experiencing growth at a rate of approximately 7% to 10% annually, the economic fluctuation may effect the collections from year to year depending on the current growth rate for that year.

For every \$1 in Sales, 6.625% is collected in Gross Receipts Tax (GRT). This is broken down as illustrated in Table 3. Graph 1 shows the past eight years of GRT collections, while Table 4 present's eight years of GRT collections with the percentage growth for each year. The citizens' of Los Lunas approved the passage of an 1/8 cent gross receipts tax to be dedicated to infrastructure projects. The tax became effective 1/1/2002.

Property Tax

The Village imposed \$7.65 per \$1,000 property tax rate for FY 2000/2001. This represents the maximum rate a municipality may impose and will generate approximately \$1,089,082 for the fiscal year. Table 3 illustrates the property tax rate and valuation broken down between residential and nonresidential. Graph 2 presents dwelling unit information for the past ten years.

The Village currently does not have any general obligation bonds in place.

Table 1: BUDGET RECAP (All Funds Combined)

VILLAGE OF LOS LUNAS

COUNTY OF VALENCIA

FISCAL YEAR 2004/2005

07/01/04 TO 06/30/05

NUMBER OF EMPLOYEES

FULL TIME PART TIME

1572

2001
FINAL
VALUATION

OPERATING
TAX RATE

PRODUCTION

RESIDENTIAL

NON RESIDENTIAL

OIL & GAS

\$ 95,689,096 X

\$ 56,737,644 X

X

0.007206 =

0.007042 =

=

\$ 689,536

\$ 399,546

-

TOTAL PRODUCTION =

\$ 1,089,082

FUND NO.	FUND	UNAUDITED BEGINNING CASH BALANCE	ESTIMATED REVENUES	NET CASH TRANSFERS	BUDGETED EXPEND.	ESTIMATED ENDING CASH BALANCE	LOCAL Non-Budgeted Reserve Requirements
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
11	GENERAL FUND	\$ 4,920,331	10,868,658	(337,976)	10,749,430	4,701,582	895,786
SPECIAL REVENUE FUNDS							
21	FIRE FUND	\$ -	66,006		66,006	0	
22	RECREATION FUND	\$ 43,329	99,919		79,500	63,748	
25	INFRASTRUCTURE	\$ 927,751	1,850,265	(642,742)	2,135,274	(0)	
16	LODGERS TAX	\$ 68,112	59,124		58,600	68,636	
17	MUNICIPAL STREET FUND	\$ 67,786	3,347,236		3,267,816	147,206	
26	LOCAL GOV.COR.FUND	\$ 131,610	74,331		70,000	135,941	
27	LAW ENFORCEMENT	\$ -	35,720		35,700	20	
33	2003 BOND INVEST. FUND	\$ 5,083,722	0	\$ -	0	5,083,722	
39	EMERG. MEDICAL SER.	\$ -	29,382		30,588	(1,206)	
Total Special Revenue Funds		\$ 6,322,310	5,561,983	(642,742)	5,743,484	5,498,067	-
DEBT SERVICE FUNDS							
34	G.R.T. REV. BOND 2003B INFRA	\$ 214,601	24,000	642,742	642,742	238,601	
32	G.R.T. REV. BOND 2003A GF	\$ 67,388	-	202,074	202,074	67,388	
Total Debt Service Funds		\$ 281,989.00	24,000	844,816	844,816	305,989	-
ENTERPRISE FUNDS							
41	WATER/SEWER FUND	\$ 1,346,011	3,575,880	(1,930)	3,578,723	1,341,238	304,466
41A	METER DEPOSIT	\$ 132,800				132,800	
43	SOLID WASTE	\$ 784,656	1,266,333	(1,288)	1,611,058	438,642	134,255
47	TRANSP. SECTION 5311	\$ 5,604	318,384	119,673	412,731	30,930	
47	TRANSP. SECTION 3037		151,536	-	149,814	1,722	
Total Enterprise Funds		\$ 2,269,071	5,312,133	116,455	5,752,327	1,945,332	438,721
TRUST AND AGENCY FUNDS							
28	COURT TRUST	\$ 1,440	34,449		34,449	1,440	
44	CENTRAL SOLID WASTE AUTHORITY	\$ 380,902	279,199		126,061	534,040	
51	PUBLIC HOUSING AUTHORITY	\$ 126,938	1,832,415		1,849,819	109,534	
60	EMPLOYEE BENEFIT	\$ 122,090	1,180	19,447	50,000	92,718	
Total Trust and Agency Funds		\$ 631,370	2,147,243	19,447	2,060,329	737,731	-
CAPITAL PROJECT FUNDS							
55	LUNA HILLS PROJECT		803,000		803,000	0	
58	TRANS. BUILDING PROJECT		1,250,000		1,250,000	0	
Total Capital Project Funds		-	2,053,000	-	2,053,000	-	-
GRAND TOTAL ALL FUNDS		\$ 14,425,071	25,967,017	0	27,203,387	13,188,702	1,334,507

Table 2: SCHEDULE OF TRANSFERS

(11)					
(11) GENERAL FUND EXP. BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
6000	TRANSFER TO GROSS RECTS. REV. BOND 2003A	\$ (375,153)	\$ (202,074)	\$ (202,074)	0.0%
6020	TRANSFER TO EMPLOYEE BENEFIT FUND	\$ (25,474)	\$ (14,664)	\$ (16,229)	10.7%
6050	TRANSFER TO G.R.T. RESERVE		\$ -	\$ -	0.0%
6080	TRANSFER TO TRANSPORTATION SEC. 3037 & 5311		\$ (127,614)	\$ (119,673)	-6.2%
492	TRANSFERS	\$ (400,627)	\$ (344,352)	\$ (337,976)	-1.9%
GENERAL FUND TRANSFERS		\$ (400,627)	\$ (344,352)	\$ (337,976)	-1.9%

(25)					
(25) INFRASTRUCTURE FUND					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
6040	TRANSFER TO GROSS RECTS. REV. BOND 2003B		\$ (369,105)	\$ (642,742)	74.1%
60..	TRANSFER FROM 2003 BOND INVESTMENT FUND		\$ 125,000	\$ -	-100.0%
492	TRANSFERS		\$ (244,105)	\$ (642,742)	163.3%
INFRASTRUCTURE FUND TRANSFERS		\$ -	\$ (244,105)	\$ (642,742)	163.3%

(33)					
(33) 2003 BOND INVESTMENT FUND					
SUB ACCOUNT NAME		ACTUAL 1997/1998	BUDGET 2001/2002	PROPOSED 2002/2003	%CHANGE
6020	TRANSFER TO INFRASTRUCTURE FUND		\$ (125,000)	\$ -	-100.0%
492	TRANSFERS	\$ -	\$ (125,000)	\$ -	-100.0%
2003 BOND INVESTMENT FUND TRANSFERS		\$ -	\$ (125,000)	\$ -	-100.0%

Table 2: SCHEDULE OF TRANSFERS CONTINUED

(41)					
(41) WATER/SEWER FUND					
		ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME		1997/1998	2001/2002	2002/2003	
6020	TRANSFER TO EMPLOYEE BENEFIT FUND	\$ (3,555)	\$ (1,822)	\$ (1,930)	5.9%
492	TRANSFERS	\$ (3,555)	\$ (1,822)	\$ (1,930)	5.9%
WATER/SEWER FUND TRANSFERS		\$ (3,555)	\$ (1,822)	\$ (1,930)	5.9%

(43)					
(43) SOLID WASTE FUND					
		ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME		2002/2003	2003/2004	2004/2005	
6020	TRANSFER TO EMPLOYEE BENEFIT FUND	\$ (1,959)	\$ (1,122)	\$ (1,288)	14.8%
492	TRANSFERS	\$ (1,959)	\$ (1,122)	\$ (1,288)	14.8%
SOLID WASTE FUND TRANSFERS		\$ (1,959)	\$ (1,122)	\$ (1,288)	14.8%

Chart 1: Summary Revenues by Fund Type

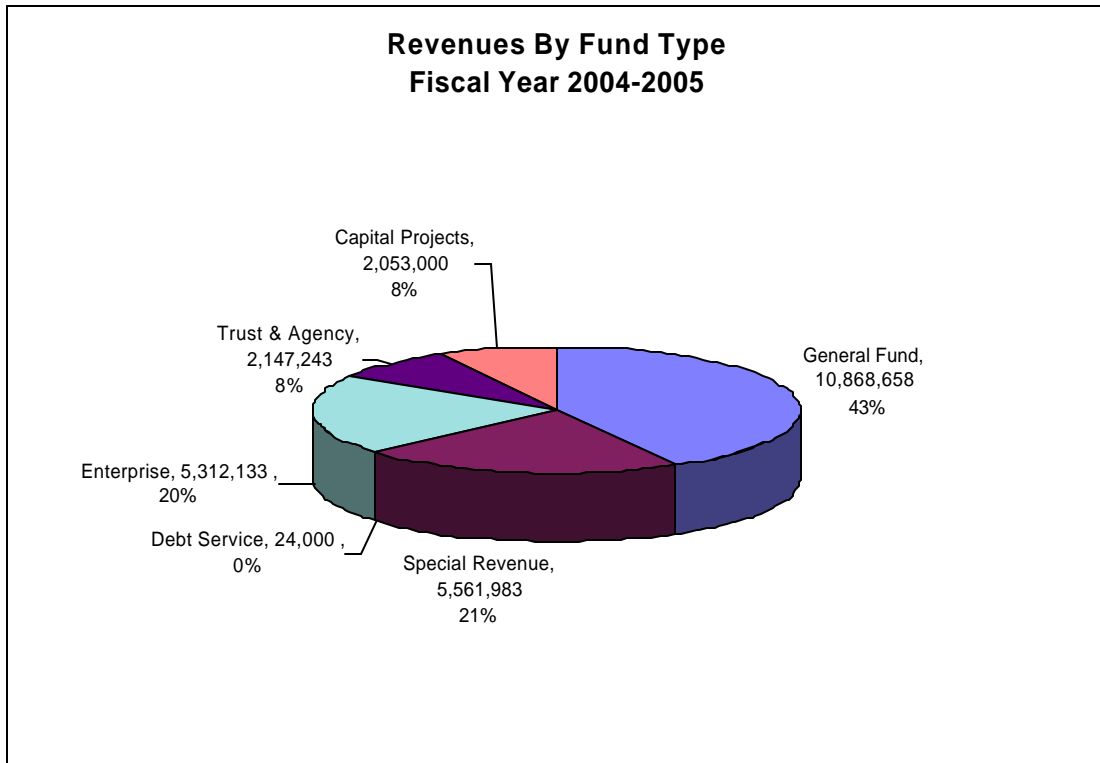


Chart 2: Summary Expenditures by Fund Type

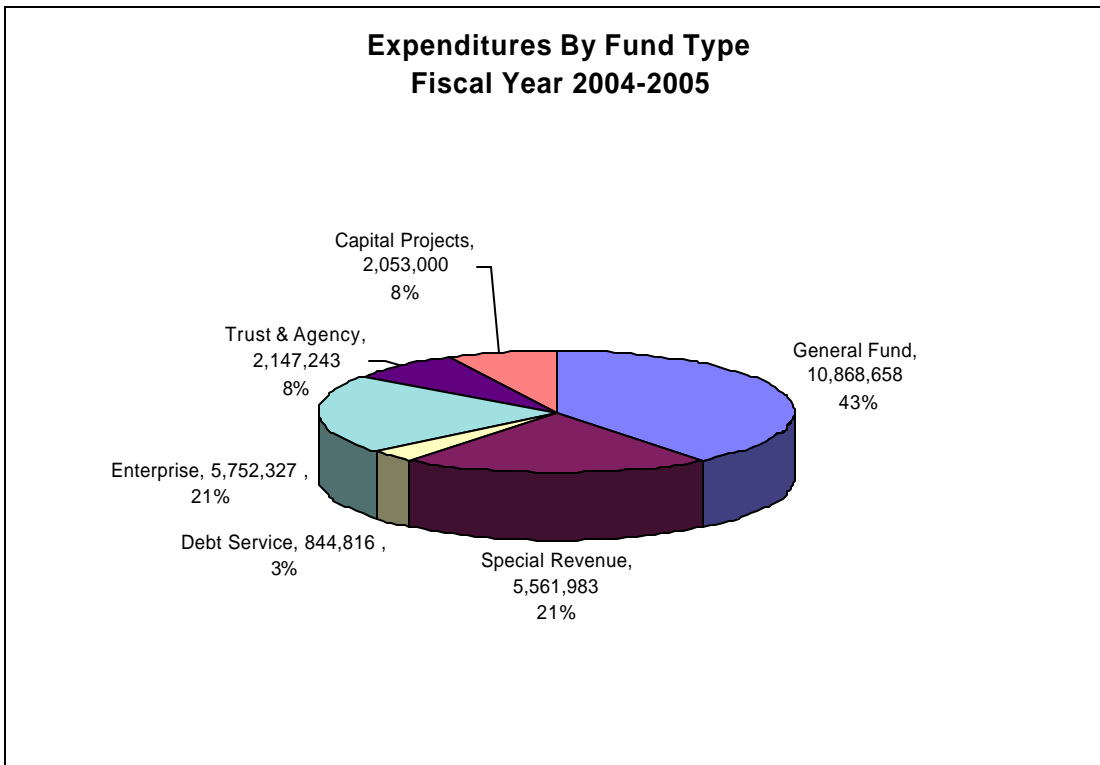


Table 3: Schedule Taxing Authority

**SCHEDULE OF TAXING AUTHORITY IMPOSED BY THE VILLAGE OF LOS LUNAS
FOR FISCAL YEAR 2004-2005**

GROSS RECEIPTS TAX IMPOSED BY THE VILLAGE OF LOS LUNAS	
LOCAL OPTION TAX	
Municipal Gross Receipts Tax.....	1.0000%
Special Municipal Gross Receipts Tax.....	0.2500%
Environmental Municipal Gross Receipts Tax.....	0.0625%
Infrastructure Municipal Gross Receipts Tax.....	0.2500%
Total Local Option GRT Imposed by the Village of Los Lunas.....	1.5625%
STATE SHARED TAX - Returned to the Village of Los Lunas.....	1.2250%
Total Gross Receipts Tax Received by the Village of Los Lunas.....	2.7875%
GRT imposed by Valencia County affecting the Village of Los Lunas.....	0.5625%
GRT imposed by the State of New Mexico (Net of State Share 1.225 Returned to Los Lunas).....	3.7750%
LESS: Municipal Credit.....	-0.5000%
GROSS RECEIPTS TAX RATE FOR THE VILLAGE OF LOS LUNAS.....	6.6250%

PROPERTY TAX IMPOSED BY THE VILLAGE OF LOS LUNAS

The Village of Los Lunas currently imposes a Property Tax Rate of
\$7.65 per \$1,000 which is the maximum Property Tax rate authorized.

RESIDENTIAL VALUATION - 2002 TAX YEAR.....	\$ 95,689,096
NON-RESIDENTIAL VALUATION - 2002 TAX YEAR.....	\$ 56,737,644
TOTAL VALUATION - 2002 TAX YEAR.....	\$ 152,426,740

BONDING CAPACITY

ASSESSED VALUATION.....	\$ 152,426,740
LIMITATION.....	4%

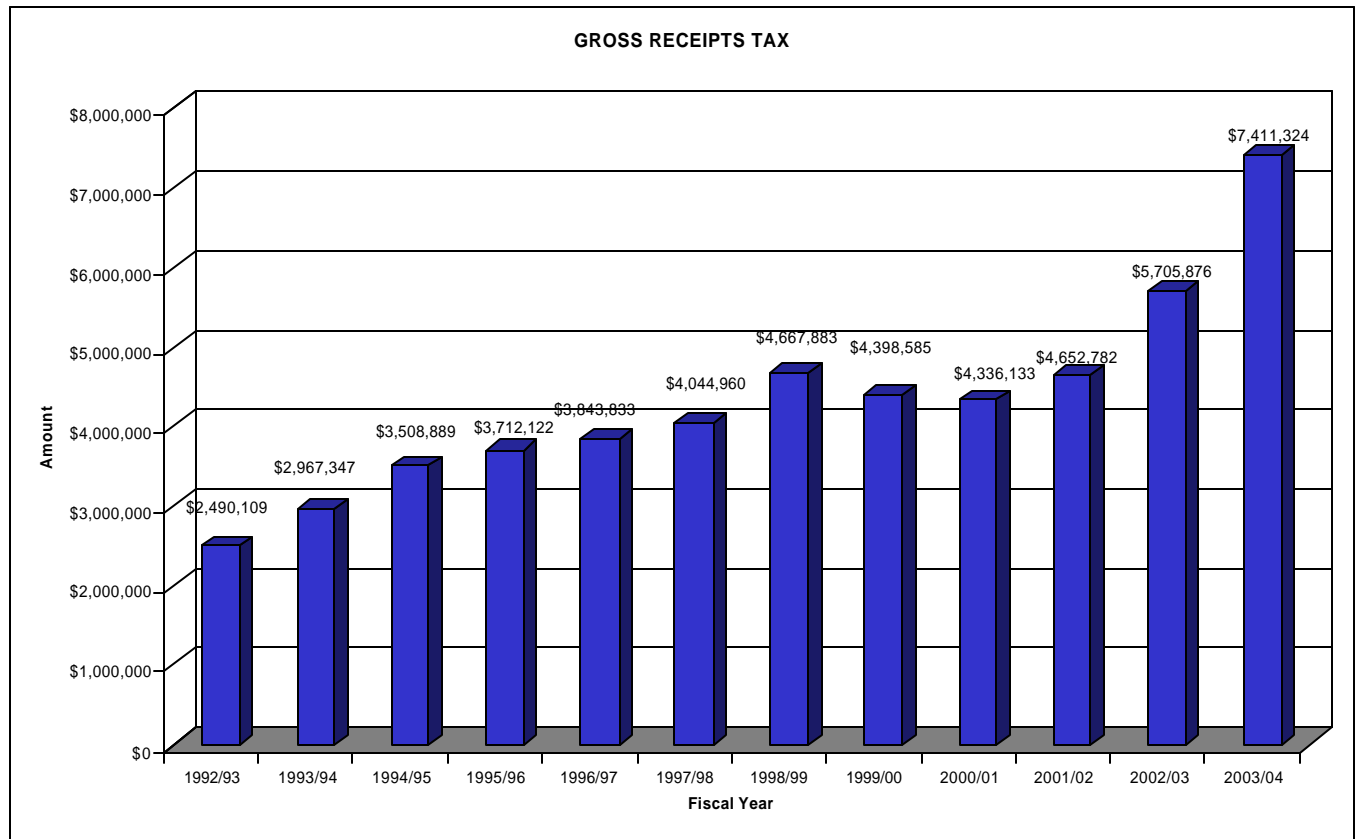
BONDING CAPACITY.....	\$ 6,097,070
LESS: OUTSTANDING G.O. BONDS.....	\$ -

NET BONDING CAPACITY..... **\$ 6,097,070**

Table 4: Twelve Year Gross Receipts with Yearly Percentage Growth

	GROSS RECEIPTS TAX REVENUE WITH GROWTH PERCENTAGE FROM PREVIOUS YEAR											
	1992/93	1993/94	1994/95	1995/96	1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03	2003/04
GROSS RECEIPTS TAX	\$2,490,109	\$2,967,347	\$3,508,889	\$3,712,122	\$3,843,833	\$4,044,960	\$4,667,883	\$4,398,585	\$4,336,133	\$4,652,782	\$5,705,876	\$7,411,324
PERCENT GROWTH		5.23%	19.17%	18.25%	5.79%	3.55%	5.23%	15.40%	-5.77%	-1.42%	7.30%	22.63%

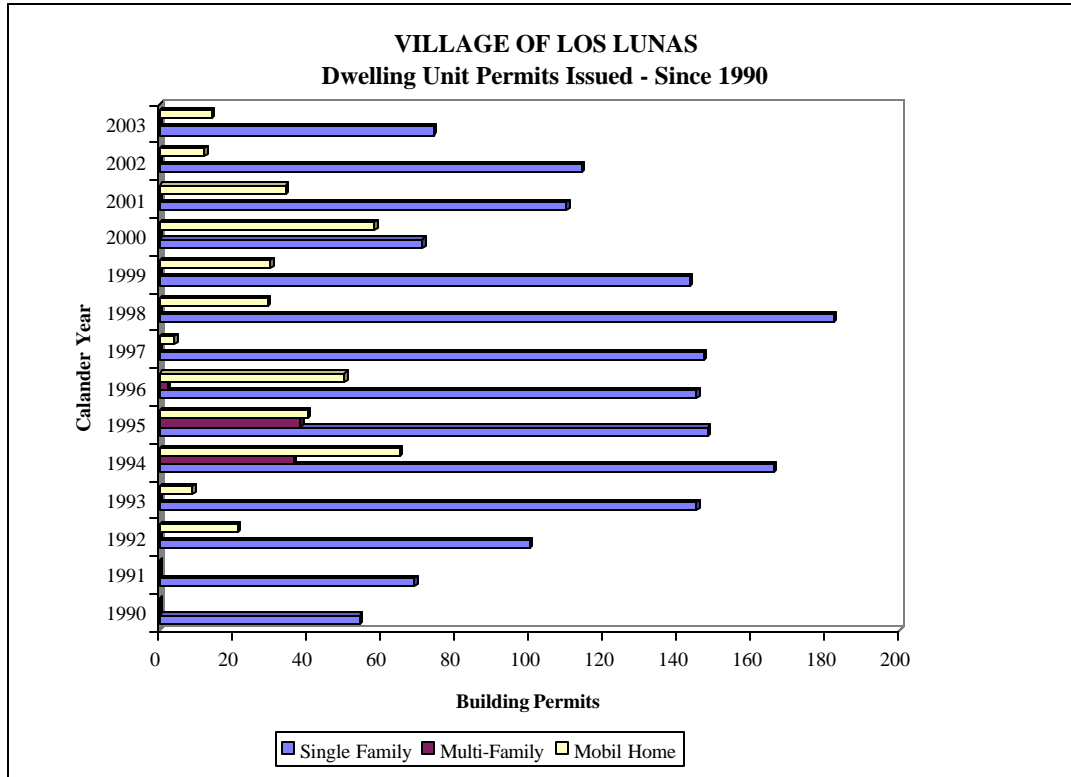
Graph 1: Twelve Years Gross Receipts Tax Revenue



Graph 2: Dwelling Units

**Village of Los Lunas
Schedule of Building Permits**

	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Single Family	54	69	100	145	166	148	145	147	182	143	71	110	114	74
Multi-Family	0	0	0	0	36	38	2	0	0	0	0	0	0	0
Mobil Home	0	0	21	9	65	40	50	4	29	30	58	34	12	14



Personnel Services

Summary of Personnel Services

The following table and charts present the Village of Los Lunas Personnel Schedule for Fiscal Year 2004-2005.

Table 5 is a summary of personnel services. Total wages and each benefit category is presented for each department and summarized between the General Fund, Enterprise Fund and Trust and Agency Fund.

The pie charts illustrate the appropriations of personnel services by Fund Type as well as Wage and Benefits. Chart 3 shows that General Fund accounts for 81.48% of Village personnel services. Village services such as Streets, Police, Fire and Administrative services are accounted for in the General Fund. The next largest is the Utility Fund (Enterprise) with 16.88% of Village employees.

Chart 4 illustrates the amount of salaries and benefits provided to all Village employees.

Chart 3: Personnel Services

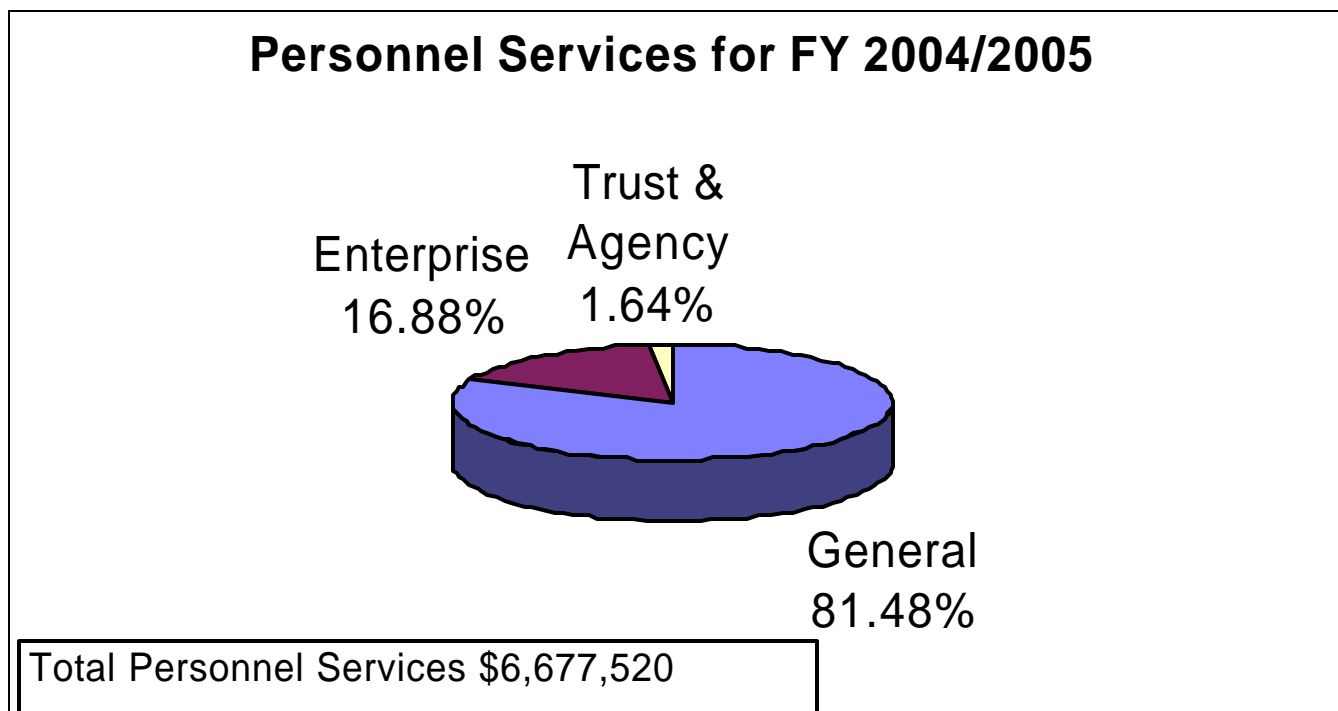
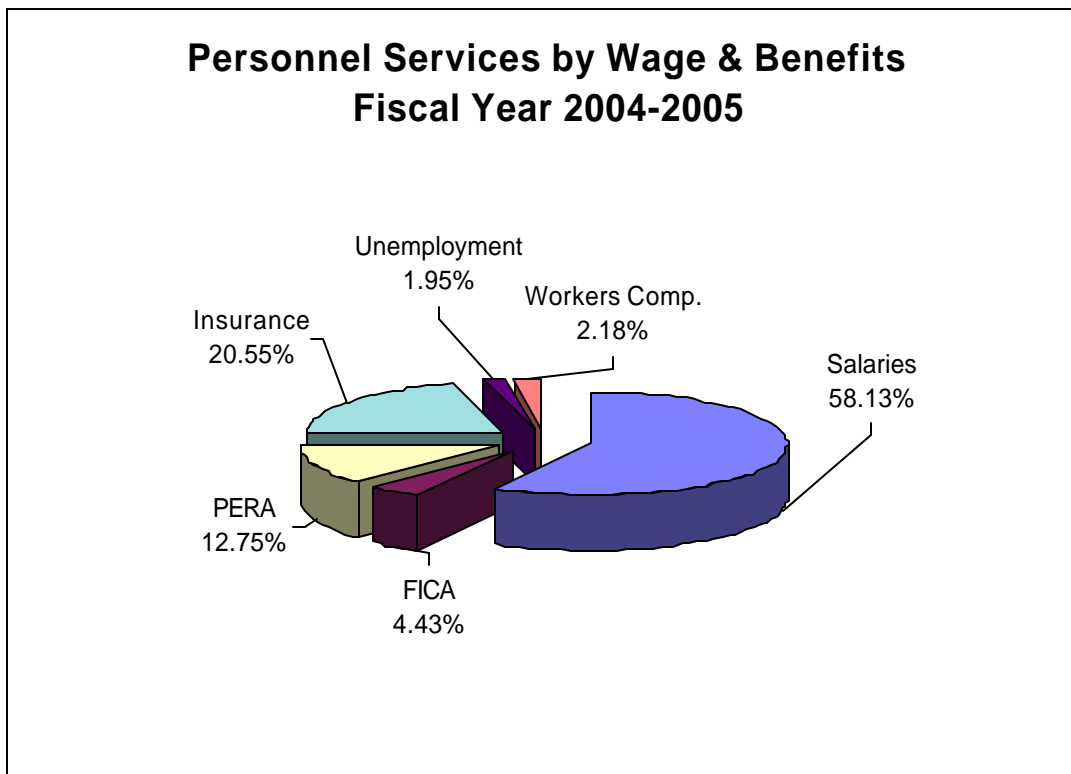


Table 5: Summary Personnel Services FY 2004-2005

Village of Los Lunas Personnel Services Summary Fiscal Year 2004-2005								
GENERAL FUND - DEPARTMENT	No. of EMP. *	Wages	FICA	PERA	Insurance	Unempl.	Workmens Comp.	Total
Executive/Administration	11	\$334,608	\$25,598	\$56,012	\$155,130	\$876	\$1,446	\$573,670
Judicial	3	\$83,229	\$6,367	\$15,824	\$27,376	\$142	\$360	\$133,297
Police	41	\$1,281,231	\$98,014	\$340,929	\$374,136	\$3,844	\$64,640	\$2,162,795
Fire	14	\$314,367	\$24,049	\$91,008	\$127,754	\$943	\$7,781	\$565,902
Street	7	\$163,358	\$12,497	\$31,058	\$63,877	\$490	\$15,635	\$286,916
Parks	18	\$525,383	\$40,192	\$76,199	\$164,255	\$1,576	\$21,183	\$828,788
Library	7	\$129,384	\$9,898	\$24,599	\$63,877	\$388	\$696	\$228,841
Community Development	9	\$280,622	\$21,468	\$53,353	\$82,128	\$842	\$3,977	\$442,390
Vehicle Maintenance	2	\$48,351	\$3,699	\$9,193	\$18,251	\$145	\$2,316	\$81,954
Community Services	3	\$85,330	\$6,528	\$16,223	\$27,376	\$256	\$369	\$136,082
Total	115	\$3,245,863	\$248,309	\$714,400	\$1,104,159	\$9,502	\$118,403	\$5,440,635
ENTERPRISE FUNDS - FUND								
Treatment Plant	8	\$216,509	\$16,563	\$41,164	\$73,002	\$650	\$8,730	\$356,617
Water/Sewer Utility	6	\$169,391	\$12,958	\$32,205	\$54,752	\$508	\$6,830	\$276,645
Solid Waste	13	\$11,000	\$0	\$19,712	\$48,991	\$118,629	\$773	\$199,105
Transportation	15	\$168,859	\$12,918	\$30,869	\$73,002	\$507	\$8,762	\$294,916
Total	42	\$565,760	\$42,439	\$123,950	\$249,747	\$120,293	\$25,094	\$1,127,283
TRUST & AGENCY FUNDS - FUND								
Housing Authority	2	\$70,102	\$5,363	\$13,328	\$18,251	\$210	\$2,349	\$109,602
Total	2	\$70,102	\$5,363	\$13,328	\$18,251	\$210	\$2,349	\$109,602
TOTAL PERSONNEL SERVICES	159	\$3,881,725	\$296,110	\$851,678	\$1,372,156	\$130,005	\$145,845	\$6,677,520

* Excludes Elected Officials

Chart 4: FY 2004-2005 Wage and Benefits



GENERAL FUND

Revenues

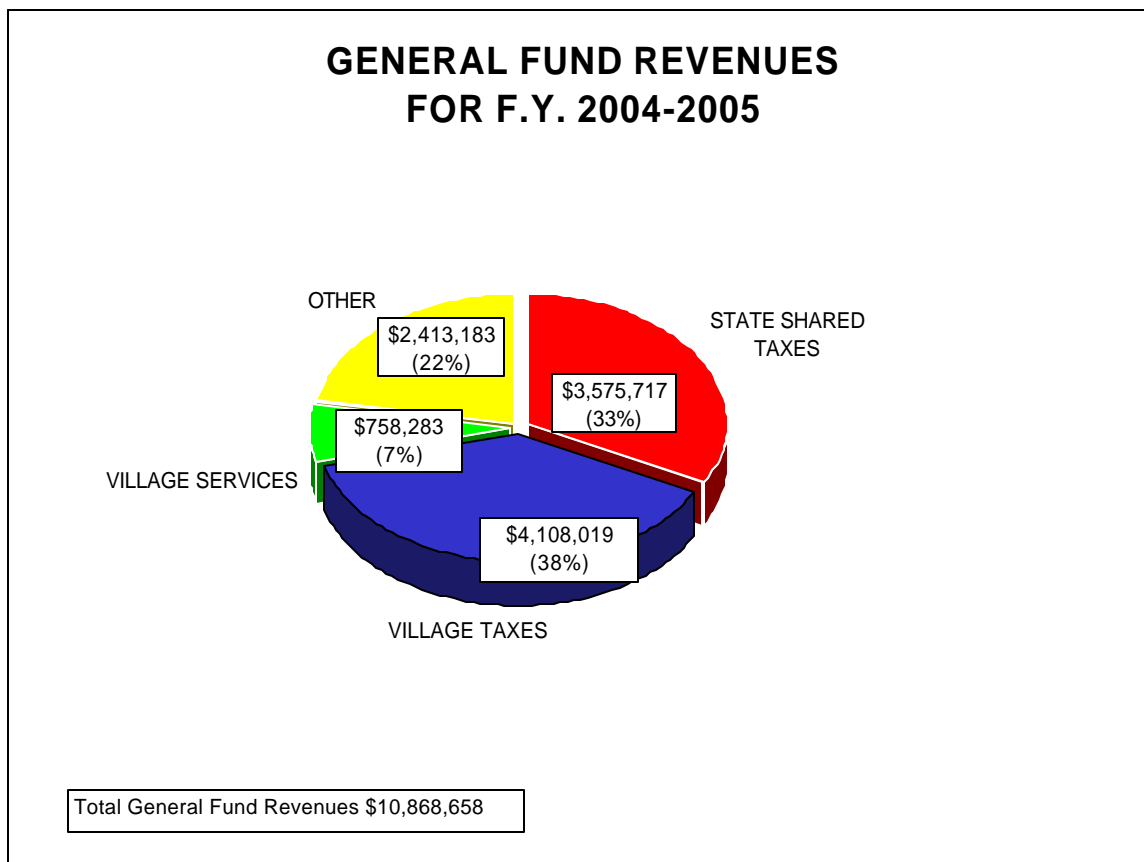
Chart 5 presents the General Fund Revenues by category groups. Taxes both State shared and Village imposed make up 67% of the General Fund revenues. The second single major source of revenues is Village Services.

Expenditures

Graph 3 presents the General Fund Expenditures and Wages by Department. The Village Police Department represents the highest wage expense at 39%. The Parks and Recreation Department is second at 15%.

It should be noted that General Fund Wages & Benefits represent 58.5% of the General Fund Expenditures. This ratio reflects the fact that the Village is utilizing 41.5% of its budget to provide services to the citizens of Los Lunas in categorizes other than wages.

Chart 5: General Fund Revenues for FY 2004-2005



Graph 3: General Fund Expenditures and Wages For Fiscal Year 2004-2005 by Department

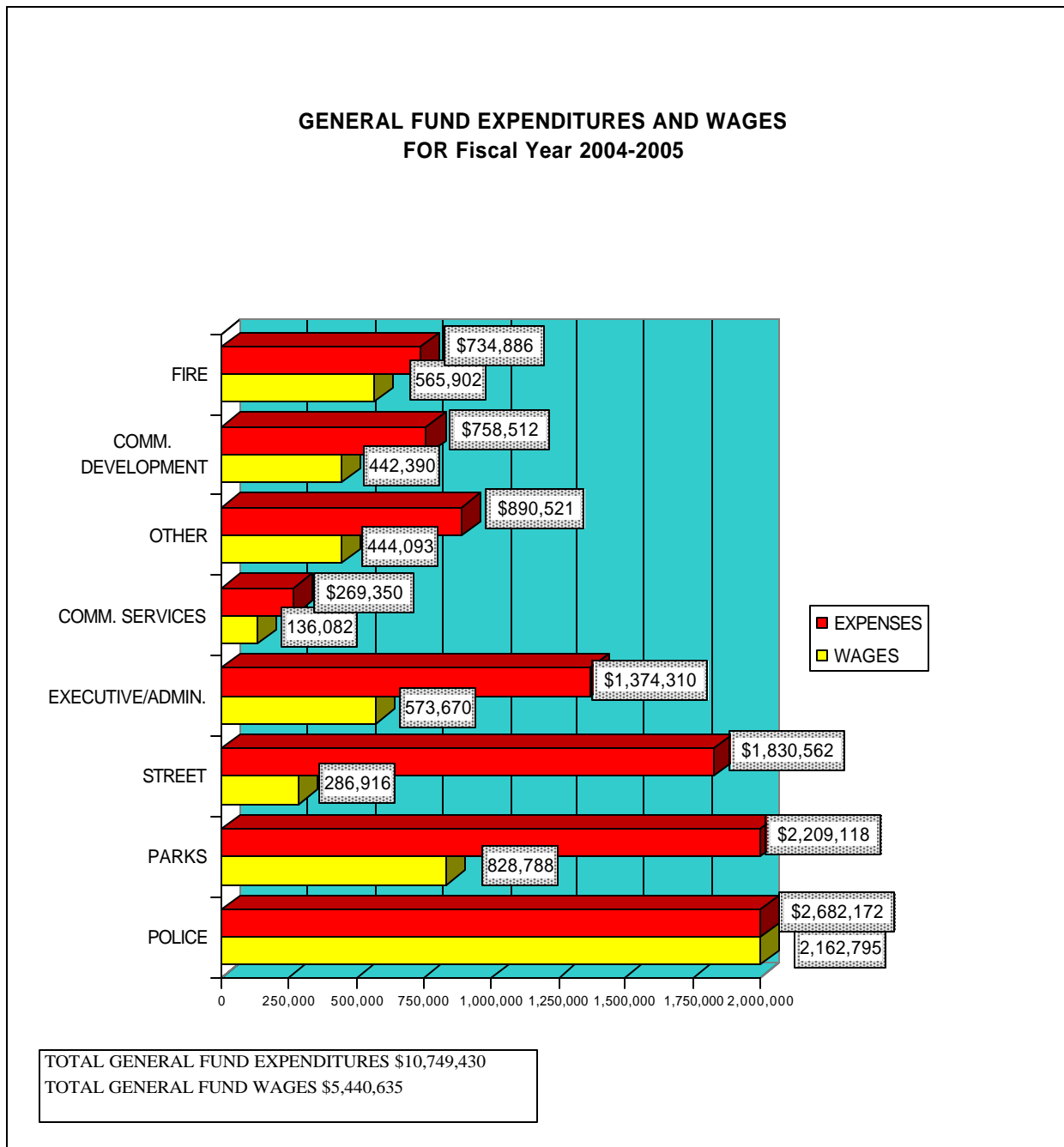


Table 6: GENERAL FUND REVENUES

(11) GENERAL FUND					
		2003 FINAL VALUATION	OPERATING TAX RATE	PRODUCTION	
RESIDENTIAL		\$ 95,689,096	0.007206	\$ 689,536	
NONRESIDENTIAL		\$ 56,737,644	0.007042	\$ 399,546	
TOTAL PRODUCTION		\$ 152,426,740		\$ 1,089,082	
GENERAL FUND ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
300 CURRENT PROPERTY TAXES	\$ 232,598	\$ 874,664	\$ 1,089,082	24.5%	
4103 ELECTRICAL	\$ 81,993	\$ 120,780	\$ 134,172	11.1%	
4104 GAS	\$ 28,152	\$ 36,444	\$ 36,444	0.0%	
4105 TELEPHONE	\$ 31,344	\$ 59,991	\$ 66,200	10.3%	
4106 CABLE VISION	\$ 27,797	\$ 30,000	\$ 32,462	8.2%	
320 1% GROSS RECEIPTS TAX	\$ 1,434,170	\$ 2,317,537	\$ 2,749,659	18.6%	
310 TOTAL VILLAGE IMPOSED TAXES	\$ 1,836,054	\$ 3,439,416	\$ 4,108,019	19.4%	
4012 DOG LICENSES	\$ 1,997	\$ 1,659	\$ 1,061	-36.0%	
4108 LIQUOR LICENSES	\$ 3,450	\$ 2,400	\$ 2,400	0.0%	
4109 BUSINESS REGISTRATIONS	\$ 14,348	\$ 23,155	\$ 23,728	2.5%	
4110 VIDEO MACHINE REGISTRATIONS	\$ -	\$ -	\$ -	0.0%	
4111 BUILDING PERMITS	\$ 106,375	\$ 106,467	\$ 88,590	-16.8%	
4112 OTHER PERMITS	\$ 421	\$ 1,980	\$ 2,500	26.3%	
330 LICENSES, REGISTRATIONS, PERMITS	\$ 126,590	\$ 135,661	\$ 118,279	-12.8%	
4114 AUTO 10%	\$ 50,882	\$ 70,213	\$ 99,968	42.4%	
4115 AUTO 15%	\$ 15,243	\$ 49,033	\$ 28,500	-41.9%	
4116 CIGARETTE 2%	\$ 14,978	\$ 20,634	\$ 21,641	4.9%	
4117 GROSS RECEIPTS 1.225	\$ 1,773,226	\$ 2,864,476	\$ 3,425,608	19.6%	
340 STATE SHARED TAXES	\$ 1,854,330	\$ 3,004,356	\$ 3,575,717	19.0%	
4011 PARK FEES	\$ 17,686	\$ 39,650	\$ 119,622	201.7%	
4118 PRINTING & COPYING	\$ 82	\$ 300	\$ 300	0.0%	
4119 SPECIAL POLICE SERVICES	\$ 1,548	\$ 3,425	\$ 4,600	34.3%	
4120 PAVING CUTS	\$ -	\$ -	\$ -	0.0%	
4121 SUB DIV. & ENGR. FEES	\$ 57,448	\$ 30,000	\$ 60,000	100.0%	
4122 SALE MAPS & PUBLICATIONS	\$ 281	\$ 600	\$ 600	0.0%	
4123 SOLID WASTE BOOKKEEPING CHARGE	\$ 27,839	\$ 41,856	\$ 43,949	5.0%	
4124 WATER/SEWER BOOKKEEPING CHARGE	\$ 543,083	\$ 818,848	\$ 484,558	-40.8%	
4135 SECTION 8 BOOKKEEPING CHARGE	\$ 3,300	\$ 3,885	\$ 4,079	5.0%	
4136 TRANSPORTATION BOOKKEEPING CHARGE		\$ 44,463	\$ 40,575	-8.7%	
4163 FISCAL AGENT - CSWA	\$ 210	\$ -	\$ -	0.0%	
350 CITY PROVIDED SERVICES	\$ 651,477	\$ 983,027	\$ 758,283	-22.9%	
360 COURT FINES	\$ 126,300	\$ 195,697	\$ 187,673	-4.1%	

Table 6: GENERAL FUND REVENUES Continued

GENERAL FUND ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
4060 INTEREST REVENUES	\$ 18,688	\$ 97,587	\$ 75,975	-22.1%
4014 OTHER ADMIN REVENUES	\$ 53,462	\$ 39,430	\$ 17,656	-55.2%
4127 COPIES & DONATIONS	\$ 645	\$ 500	\$ 5,000	900.0%
4128 SALE OF FIXED ASSETS	\$ -	\$ 2,000	\$ 2,500	25.0%
4088 TRANSPORTATION REVENUES	\$ -	\$ -	\$ -	0.0%
4089 FACILITY USAGE REVENUES	\$ 7,983	\$ 1,370	\$ 1,726	26.0%
4126 INSURANCE RECOVERIES	\$ 4,612	\$ 500	\$ -	-100.0%
4007 COURT AUTOMATION REIMBURSEMENTS		\$ 54,000	\$ 2,000	-96.3%
370 MISC REVENUES	\$ 85,390	\$ 195,387	\$ 104,857	-46.3%
4004 CONTRIBUTIONS	\$ 356	\$ 500	\$ 500	0.0%
4006 STATE ALLOTMENT	\$ -	\$ 4,051	\$ 4,051	0.0%
4007 SMALL CITY ASSISTANCE	\$ 17,744	\$ -	\$ -	0.0%
4009 LIBRARY GRANT REVENUES	\$ 25,652	\$ -	\$ -	0.0%
4010 LIBRARY MISC. SALES	\$ 1,016	\$ 1,737	\$ 1,436	-17.3%
380 LIBRARY	\$ 44,768	\$ 6,288	\$ 5,987	-4.8%
4003 E-911	\$ -	\$ 54,659	144,912	165.1%
4009 COP FAST GRANT/COMM POLICING	\$ 72,626	\$ -	0	0.0%
4009 LOS LUNAS SCHOOLS COPS IN SCHOOLS	\$ -	\$ 77,434	77,434	0.0%
4010 DWI MISCELLANEOUS		\$ 5,000	5,000	0.0%
4055 CRIME TASK FORCE	\$ -	\$ -	13,456	100.0%
4057 REGION I TASK FORCE	\$ 3,500	\$ -	0	0.0%
385 PUBLIC SAFETY	\$ 76,126	\$ 137,093	\$ 240,802	75.6%
4058 CHAMBER OF COMM./FEES SUMMER YOUTH		\$ 11,000	\$ 5,000	-54.5%
4053 LOS LUNAS SCHOOLS	\$ 9,000	\$ 9,000	\$ 9,000	0.0%
4054 BOSQUE FARMS	\$ 2,800	\$ 2,800	\$ 2,800	0.0%
4058 COUNTY CONTRIBUTION SUMMER RECREATION	\$ 2,000	\$ -	\$ -	0.0%
4059 V.I.A.	\$ 500	\$ -	\$ -	0.0%
386 SUMMER YOUTH CONTRIBUTIONS	\$ 14,300	\$ 22,800	\$ 16,800	-26.3%
381-4009 KEEP N.M. BEAUTIFUL	\$ 7,839	\$ 22,500	\$ 22,500	0.0%
395-4009 BOSQUE IMPROVEMENT GRANT		\$ 13,500	\$ -	-100.0%
393-4009 LIBRARY G.O. BONDS	\$ -	\$ 41,605	\$ 41,605	0.0%
388-4009 YOUTH CONSERVATION CORE	\$ -	\$ 140,000	\$ 60,000	-57.1%
370-4009 LITTLE LEAGUE IMPROVEMENT GRANT	\$ -	\$ -	\$ -	0.0%
388-4009 ECON. DEV. GRANT REV.	\$ -	\$ -	\$ -	0.0%
344-4009 LEGISLATIVE APPROPRIATION		\$ 998,810	\$ 1,375,235	37.7%
389-4009 D.W.I. GRANT FUNDS (CDWI)	\$ 10,117	\$ 15,094	\$ 17,155	13.7%
396-4009 JUVENILE JUSTICE CITATION PGM. GRANT		\$ 33,333	\$ -	-100.0%
390-4009 TRANSPORTATION GRANT FUNDS	\$ -	\$ -	\$ -	0.0%
391-4009 D.W.I. GRANT FUNDS (LDWI)	\$ -	\$ 224,775	\$ 235,746	4.9%
TOTAL GRANTS	\$ 17,956	\$ 1,489,617	\$ 1,752,241	17.6%
GENERAL FUND TOTALS	\$ 4,833,290	\$ 9,609,342	\$ 10,868,658	13.1%

EXECUTIVE/ADMINISTRATION

DEPARTMENT: 11-401/General Fund

MISSION

To enact ordinances, regulations, and policies consistent with the Laws and Statutes of the State of New Mexico aimed at the betterment of the community; to provide professional management leadership to both the Village Council and staff aimed at delivering services to the citizens and customers of the Village in the most economical and efficient manner possible.

DESCRIPTION

The Executive portion consists of the elected members of the Governing Body of the Village of Los Lunas, which are the Mayor and four (4) Councilors, known as the Village Council. Terms of office are four (4) years. The Mayor appoints, with confirmation of the Council, a Clerk-Treasurer. The powers and duties of the Mayor and Council are in accordance with the Laws and Statutes of the State of New Mexico including the power to declare emergencies. The Administration area works closely with the Mayor and Council to formulate policy and set goals for each department. This Department is primarily responsible for managing the administrative affairs of the Village as well as advising the Mayor and Village Council on critical issues and matters facing the Village and executing policies adopted by the Village Council.

GOAL AND OBJECTIVES

- To continually update the needs of Village operations and capital improvements through the Infrastructure Capital Improvements Program (ICIP).
- To ensure that the Village financial affairs are in sound order.
- To ensure that the Villages automated financial system is technologically current to increase cost effectiveness and efficiency when assisting Department Heads and Supervisors in monitoring Village and department operations.
- To continue the Village continuing education program to insure that employees are properly trained to perform their designated functions.
- To always seek improvement on the Village's award winning Total Quality Management System.
- To maintain a drug free workplace.

Table 7 presents the fiscal year 2004-2005 operating budget for the Executive/Administration Department.

Table 7: EXECUTIVE/ADMINISTRATION
Department: 11 – 401 / General Fund

401

(11) GENERAL FUND - EXEC/ADMIN PERSONAL SERVICE					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5410	MAYOR	\$ 8,499	\$ 8,500	\$ 8,500	0.0%
5411	COUNCILMEN	\$ 33,999	\$ 34,000	\$ 34,000	0.0%
5412	JARAMILLO, PHILLIP ADMINISTRATOR	\$ 77,109	\$ 83,300	\$ 88,293	6.0%
5413	CLARKE, MONICA FINANCE OFFICER	\$ 31,885	\$ 34,437	\$ 36,503	6.0%
5414	BLEA, PHYLLIS UTILITY BILLING SUPERVISOR	\$ 20,092	\$ 21,700	\$ 23,002	6.0%
5415	CORDOVA, SYLVIA S ACCOUNTS PAYABLE CLERK	\$ 14,465	\$ 16,423	\$ 14,840	-9.6%
5416	SANCHEZ, DEBRA ADMINISTRATIVE SECRETAR'	\$ 20,889	\$ 22,560	\$ 23,907	6.0%
5417	GRIEGO, LORETTA L. A.P. /PAYROLL CLERK	\$ 26,464	\$ 28,582	\$ 30,290	6.0%
5418	ORSINO, MARGARET RECEPTIONIST/PROC.	\$ 28,223	\$ 30,482	\$ 12,800	-58.0%
5419	ZUNI, MARY UTILITY BILLING CLERK	\$ 12,984	\$ 11,731	\$ 13,330	13.6%
5419	MEDINA, THERESA UTILITY BILLING CASHIER	\$ 12,984	\$ 12,708	\$ 12,809	0.8%
5420	[VACANT] RECORDS CLERK		\$ 15,660	\$ 14,500	-7.4%
5433	DURAN, MARY GRACE SECRETARY	\$ 19,069	\$ 20,595	\$ 21,836	6.0%
		\$ 306,662	\$ 340,678	\$ 334,608	-1.8%
5440	F.I.C.A EXPENSE 7.65%	\$ 21,129	\$ 26,062	\$ 25,598	-1.8%
5441	P.E.R.A EXPENSE 7%	\$ 60,714	\$ 57,166	\$ 56,012	-2.0%
5442	MEDICAL INS. EXPENSE	\$ 101,288	\$ 145,166	\$ 155,130	6.9%
5443	UNEMPLOYMENT TAX EXPENSE	\$ 336	\$ 895	\$ 876	-2.0%
5444	WORKMENS'S COMP. INS. EXPENSE	\$ 3,426	\$ 1,794	\$ 1,446	-19.4%
		\$ 186,893	\$ 231,083	\$ 239,062	3.5%
TOTAL PERSONAL SERVICES		\$ 493,555	\$ 571,761	\$ 573,670	0.3%
(11) GENERAL FUND - EXEC/ADMIN OPERATING SERVICES					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5510	OFFICE SUPPLIES	\$ 21,188	\$ 20,500	\$ 20,500	0.0%
5511	DATA PROCESSING	\$ 38,289	\$ 36,700	\$ 45,855	24.9%
5512	BOOKS & MANUALS	\$ 2,135	\$ 2,000	\$ 2,000	0.0%
5513	GAS & OIL FOR VEHICLES	\$ 3,146	\$ 3,500	\$ 3,500	0.0%
5514	TRAINING & SEMINARS	\$ 5,864	\$ 8,000	\$ 12,420	55.3%
5515	PRINTING & COPYING	\$ 3,556	\$ 3,500	\$ 4,000	14.3%
5517	PROFESSIONAL SERVICES	\$ 53,250	\$ 55,000	\$ 60,000	9.1%
5518	POSTAGE	\$ 4,939	\$ 8,500	\$ 8,500	0.0%
5519	UTILITIES	\$ 21,821	\$ 31,500	\$ 31,500	0.0%
5520	ATTORNEY FEES	\$ 3,583	\$ 18,000	\$ 15,000	-16.7%
5521	TELEPHONE EXPENSES	\$ 20,686	\$ 20,000	\$ 25,000	25.0%
5522	SUBSCRIPTIONS & DUES	\$ 17,152	\$ 20,500	\$ 25,500	24.4%
5523	INSURANCE & BONDS	\$ 14,831	\$ 16,000	\$ 29,000	81.3%
5524	PUBLICATIONS & ADVERTISING	\$ 2,175	\$ 6,000	\$ 6,000	0.0%
5525	BUILDING & GROUNDS MAINT.	\$ 12,781	\$ 15,500	\$ 15,500	0.0%
5527	ROAD EQUIPMENT REPAIRS	\$ 2,235	\$ 2,000	\$ 2,000	0.0%
5528	JANITORIAL SUPPLIES	\$ 5,538	\$ 8,000	\$ 8,000	0.0%
5531	TRAVEL EXPENSES	\$ 10,017	\$ 13,500	\$ 20,000	48.1%
5532	AUDIT EXPENSE	\$ 29,497	\$ 24,000	\$ 24,000	0.0%
5533	ELECTION EXPENSES	\$ 7,679	\$ 7,500	\$ -	-100.0%
5536	SAFETY EQUIPMENT	\$ 143			0.0%
5547	LEASE-COPIER /POSTAGE METER	\$ 14,691	\$ 22,200	\$ 22,200	0.0%

Table 7: EXECUTIVE/ADMINISTRATION Continued
Department: 11 – 401 / General Fund

(11) GENERAL FUND - EXEC/ADMIN OPERATING SERVICES (Cont.)					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5549	SAFETY COMMITTEE AWARDS		\$ 10,000	\$ 12,500	25.0%
5565	COUNTY ADMIN. TAX COLL		\$ 9,500	\$ -	-100.0%
5571	BOND AGENT FEES	\$ 95,810	\$ 3,000	\$ 3,000	-100.0%
5584	VILLAGE PROMOTIONAL	\$ 21,054	\$ 15,000	\$ 15,000	0.0%
5587	PROPERTY LEASES/RENTAL PROPERTIES	\$ -	\$ -	\$ -	0.0%
5598	SENIOR CENTER FACIMITY MAINT.	\$ 7,796	\$ 7,500	\$ 16,500	0.0%
(11)	TOTAL OPERATING EXPENSE	\$ 419,856	\$ 387,400	\$ 427,475	10.3%
(11) GENERAL FUND - EXEC/ADMIN CAPITAL OUTLAY					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5603	CAPITAL OUTLAY/VAN		\$ 22,000	\$ -	-100.0%
5617	CAPITAL OUTLAY/ARCHULETA REMODEL		\$ 100,000	\$ 150,000	50.0%
5614	CAPITAL OUTLAY/PHONE & WIRELESS COMPUTER SYSTEM		\$ 100,000	\$ 160,000	60.0%
5612	CAPITAL OUTLAY/REHAB HUD HOMES		\$ 25,000	\$ 5,000	-80.0%
5626	CAPITAL OUTLAY/FURNITURE	\$ 68,784	\$ 22,000	\$ 22,000	0.0%
5601	CAPITAL OUTLAY/FINANCIAL S/W & SERVER UPGRADE		\$ 53,000	\$ 36,165	-31.8%
TOTAL CAPITAL OUTLAY		\$ 68,784	\$ 322,000	\$ 373,165	15.9%
TOTAL EXPENSES		\$ 982,195	\$ 1,281,161	\$ 1,374,310	7.3%
ACCOUNTS PAYABLE			\$ -	\$ -	
EXEC/ADMIN. TOTAL EXPENDITURES		\$ 982,195	\$ 1,281,161	\$ 1,374,310	7.3%

JUDICIAL DEPARTMENT

Department 11 – 402 / General Fund

MISSION

To provide adjudication of all violations of all Village Ordinances and criminal offenses that occurs within the Village of Los Lunas.

DESCRIPTION

- Arraign persons cited for Municipal Ordinances violations.
- Accept pleas.
- Conduct trials.
- Assess fines and sentences to persons guilty of violating Municipal Ordinances.
- Collect and record fines.
- Answer questions related to the function of the court system.
- Provide Village Administrators with information from the Court as necessary.

GOAL AND OBJECTIVES

Operate an open, efficient and fair Municipal Court for the citizens of Los Lunas and guarantee due process for all persons cited for violations of the Municipal Ordinances through automation of the court system.

Table 8 presents the fiscal year 2004-2005 operating budget for the Judicial Department.

Table 8: JUDICIAL DEPARTMENT
Department 11 – 402 / General Fund

402						
(11) GENERAL FUND - JUDICIAL PERSONAL SERVICE						
			ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME			2002/2003	2003/2004	2004/2005	
5401	ARAGON, JEFF	JUDGE	\$ 36,000	\$ 36,000	\$ 36,000	0.0%
5402	FEWELL, BRANDY L	ASSIST. COURT CLERK	\$ 16,152	\$ 17,814	\$ 11,961	-32.9%
5403	REYES, TAMIE A.	COURT CLERK	\$ 14,091	\$ 14,498	\$ 22,268	53.6%
5439		PART-TIME/BAILIFF	\$ 10,431	\$ 13,000	\$ 13,000	0.0%
			\$ 76,674	\$ 81,312	\$ 83,229	2.4%
5440	F.I.C.A EXPENSE 7.65%		\$ 5,499	\$ 6,220	\$ 6,367	2.4%
5441	P.E.R.A EXPENSE 7%		\$ 12,036	\$ 15,459	\$ 15,824	2.4%
5442	MEDICAL INS. EXPENSE		\$ 14,677	\$ 25,618	\$ 27,376	6.9%
5443	UNEMPLOYMENT TAX EXPENSE		\$ 109	\$ 136	\$ 142	4.2%
5444	WORKMENS'S COMP. INS. EXPENSE		\$ 783	\$ 428	\$ 360	-16.0%
			\$ 33,104	\$ 47,861	\$ 50,068	4.6%
TOTAL PERSONAL SERVICES			\$ 109,778	\$ 129,173	\$ 133,297	3.2%
(11) GENERAL FUND - JUDICIAL OPERATING SERVICES						
			ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME			2002/2003	2003/2004	2004/2005	
5510	OFFICE SUPPLIES		\$ 3,542	\$ 4,000	\$ 4,000	0.0%
5511	DATA PROCESSING		\$ 3,291	\$ 5,800	\$ 5,075	-12.5%
5514	TRAINING & SEMINARS		\$ 2,462	\$ 4,500	\$ 6,980	55.1%
5515	PRINTING & COPYING		\$ -	\$ 1,500	\$ 1,500	0.0%
5518	POSTAGE		\$ 1,943	\$ 2,100	\$ 3,100	47.6%
5519	UTILITIES		\$ 5,298	\$ 6,200	\$ 6,200	0.0%
5520	ATTORNEY FEES		\$ 992	\$ 1,500	\$ 1,500	0.0%
5521	TELEPHONE EXPENSES		\$ 1,749	\$ 3,800	\$ 3,800	0.0%
5522	SUBSCRIPTIONS & DUES		\$ 362	\$ 1,100	\$ 1,100	0.0%
5524	PUBLICATIONS AND ADVERTISING			\$ 1,500	\$ 2,000	33.3%
5523	INSURANCE & BONDS		\$ 2,776	\$ 2,850	\$ 3,200	12.3%
5525	BUILDING & GROUNDS MAINT.		\$ 2,235	\$ 2,500	\$ 3,500	40.0%
5528	JANITORIAL SUPPLIES		\$ 363	\$ 1,000	\$ 1,000	0.0%
5531	TRAVEL EXPENSES		\$ 1,813	\$ 2,000	\$ 3,000	50.0%
5547	LEASE COPIER		\$ 1,630	\$ 5,750	\$ 5,750	0.0%
5575	PRISONER MED/DETENTION		\$ 1,787	\$ 20,000	\$ 20,000	0.0%
TOTAL OPERATING EXPENSE			\$ 30,243	\$ 66,100	\$ 71,705	8.5%
(11) GENERAL FUND - JUDICIAL CAPITAL OUTLAY						
			ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME			2002/2003	2003/2004	2004/2005	
5626	CAPITAL OUTLAY/FAX & COMPUTER		\$ 4,486	\$ 50,000	\$ -	-100.0%
TOTAL CAPITAL OUTLAY			\$ 4,486	\$ 50,000	\$ -	-100.0%
TOTAL EXPENSES			\$ 144,507	\$ 245,273	\$ 205,002	-16.4%
ACCOUNTS PAYABLE						0.0%
TOTAL JUDICIAL EXPENDITURES			\$ 144,507	\$ 245,273	\$ 205,002	-16.4%

PUBLIC SAFETY – POLICE

Department: 404 / General Fund

MISSION

The mission of the Village of Los Lunas Police Department is to enhance the quality of life in the community by working cooperatively with the Village administration, elected officials, the general public and the community's institutions within the framework of the United States and New Mexico Constitutions. To create a friendly relationship with the business citizens and private community.

DESCRIPTION

The Los Lunas Police Department is a progressive, full service police-public safety organization providing 24 hour, 365-day police services, radio telecommunications support for local, county, and state policies, fire and emergency medical services.

GOALS AND OBJECTIVES

- **COMMUNITY POLICING CONCEPT** - to further the community Policing Philosophy throughout the Village in an effort to become involved with the citizens and business community so that we can respond to the needs of the community in a pro-active and more effective manner.
- **GANG INTERVENTION** - It remains the goal of the Police Department to deter and prevent gang activities within the Village and to educate the public in this area.

LONG RANGE GOAL

- To accomplish a workable Community Policing concept within the Village with both officers and citizens, thus, in hopes eliminating the majority of criminal activity within our area.

Table 9 presents the fiscal year 2004-2005 operating budget for the Police Department.

Table 9: PUBLIC SAFETY – POLICE
Department: 404 / General Fund

404 (11) GENERAL FUND - POLICE DEPT PERSONAL SERVICE						
SUB ACCOUNT NAME			ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5486	FERRELL, MATTHEW D	PATROL OFFICER I	\$ 32,223	\$ 36,331	\$ 21,299	-41.4%
5452	SANCHEZ, JOSEPH	LIEUTENANT II	\$ 28,319	\$ 32,666	\$ 36,768	12.6%
5471	BALIDO, NICK	POLICE CHIEF	\$ 50,638	\$ 56,125	\$ 63,169	12.5%
5473	(VACANT)	ASSIST. POLICE CHIEF	\$ 36,944	\$ 41,895	\$ 42,000	0.3%
5474	WERNER, JOSEPH	PATROL SERGEANT	\$ 25,686	\$ 29,846	\$ 33,607	12.6%
5475	WROTEN, J R	LIEUTENANT I	\$ 31,942	\$ 35,976	\$ 40,487	12.5%
5476	ARAGON, STEVEN	PATROL OFFICER I	\$ 17,489	\$ 22,913	\$ 25,794	12.6%
5486	SMITH, JARROD	PATROL OFFICER I	\$ 28,996	\$ 33,525	\$ 22,478	-33.0%
5480	BLEA, MAX	LIEUTENANT II	\$ 30,295	\$ 34,185	\$ 38,456	12.5%
5481	WROTEN, DINO	PATROL OFFICER I	\$ 26,750	\$ 31,201	\$ 35,125	12.6%
5490	ALDERETE, PETER M	PATROL OFFICER I		\$ 19,634	\$ 21,316	8.6%
5483	GURULE, DAVID	LIEUTENANT II	\$ 24,231	\$ 32,821	\$ 36,946	12.6%
5483	TAYLOR, THOMAS	PATROL SERGEANT	\$ 24,231	\$ 26,220	\$ 29,513	12.6%
5483	SANDOVAL, MICHAEL	PATROL OFFICER I	\$ 24,231	\$ 24,746	\$ 27,868	12.6%
5478	ANAYA, JUAN C	PATROL OFFICER I		\$ 19,634	\$ 21,308	8.5%
5485	PHILLIPS, WILLIAM	ADMIN LIEUTENANT II	\$ 30,451	\$ 34,125	\$ 38,408	12.5%
5451	COLEMAN, DAVID W	PATROL OFFICER I	\$ 21,681	\$ 25,984	\$ 21,317	-18.0%
5486	TOLEDO, RENE	PATROL OFFICER I	\$ 21,681	\$ 24,746	\$ 27,868	12.6%
5486	HERNANDEZ, JOSE	PATROL OFFICER I	\$ 21,681	\$ 24,746	\$ 27,868	12.6%
5486	TORRES, VINCE	PATROL OFFICER I	\$ 21,681	\$ 22,913	\$ 25,794	12.6%
5486	TORRES, DENNIS	PATROL OFFICER I	\$ 21,681	\$ 22,913	\$ 25,794	12.6%
5486	GURULE, NAITHAN	PATROL OFFICER I	\$ 21,681	\$ 22,913	\$ 25,794	12.6%
5487	NUANES, CHARLES	DETECTIVE LT.	\$ 29,783	\$ 34,233	\$ 38,538	12.6%
5482	PEREA, JOSHUA	PATROL SERGEANT	\$ 22,866	\$ 26,222	\$ 29,513	12.6%
5489	ROMERO, DENISE	PATROL OFFICER I	\$ 16,308	\$ 22,913	\$ 25,794	12.6%
5473	KILLINGSWORTH, HEATH	PATROL OFFICER I	\$ 16,960	\$ 24,755	\$ 23,748	-4.1%
5488	(VACANT)	PATROL OFFICER I	\$ 22,044	\$ 25,519	\$ 22,277	-12.7%
5491	FERREYRA, ROBERT	DETECTIVE	\$ 23,561	\$ 24,059	\$ 27,075	12.5%
5479	(VACANT NEW)	PATROL OFFICER I			\$ 22,277	100.0%
5479	(VACANT NEW)	PATROL OFFICER I			\$ 22,277	100.0%
5479	(VACANT NEW)	PATROL OFFICER I			\$ 22,277	100.0%
5498	JONES, MARY JO	DISPATCHER	\$ 5,269	\$ 19,087	\$ 19,087	0.0%
5492	MOFFETT, AURORA A	DISPATCHER	\$ 16,485	\$ 21,203	\$ 18,961	-10.6%
5493	TORRES, CHRISTINE	OFFICE SUPERVISOR	\$ 27,875	\$ 32,514	\$ 34,456	6.0%
5494	FORD, JAMIE	DISPATCHER	\$ 18,283	\$ 21,203	\$ 22,478	6.0%
5495	SAAVEDRA, TREENA	DISPATCH SUPERV.	\$ 23,295	\$ 27,016	\$ 28,644	6.0%
5492	GRIEGO, CHLOE A	DISPATCHER	\$ 18,813	\$ 21,859	\$ 18,961	-13.3%
5497	CAVALIER, MARCELLA	RECEPTIONIST/CLERK	\$ 22,754	\$ 26,759	\$ 28,360	6.0%
5492	WHITE, GAIL	DISPATCHER	\$ 16,485	\$ 21,204	\$ 22,478	6.0%
5496	WISDOM, DELLA F	CLERICAL	\$ 16,485	\$ 21,204	\$ 15,964	-24.7%
5498	(VACANT NEW)	DISPATCHER			\$ 19,087	100.0%
		OVERTIME	\$ 98,810	\$ 112,000	\$ 130,000	16.1%
			\$ 938,588	\$ 1,137,174	\$ 1,281,231	12.7%
5440	F.I.C.A EXPENSE 1.45%		\$ 26,499	\$34,958	\$98,014	180.4%
5441	P.E.R.A EXPENSE 10%		\$ 250,074	\$296,669	\$340,929	14.9%
5442	MEDICAL INS. EXPENSE		\$ 194,598	\$315,950	\$374,136	18.4%
5443	UNEMPLOYMENT TAX EXPENSE		\$ 1,113	\$3,412	\$3,844	12.7%
5444	WORKMEN'S COMP. INS. EXPENSE		\$ 35,013	\$68,132	\$64,640	-5.1%
			\$ 507,297	\$ 719,120	\$ 881,564	22.6%
TOTAL PERSONAL SERVICES						
			\$ 1,445,885	\$ 1,856,295	\$ 2,162,795	16.5%
(11) GENERAL FUND - POLICE DEPT OPERATING SERVICES						
SUB ACCOUNT NAME			ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5510	OFFICE SUPPLIES		\$ 18,542	\$ 17,500	\$ 18,500	5.7%
5511	DATA PROCESSING		\$ 18,062	\$ 27,612	\$ 22,887	-17.1%
5512	BOOKS & MANUALS		\$ 430	\$ 2,000	\$ 2,000	0.0%
5513	GAS & OIL FOR VEHICLES		\$ 36,518	\$ 45,000	\$ 45,000	0.0%

Table 9: PUBLIC SAFETY – POLICE Continued
Department: 404 / General Fund

(11) GENERAL FUND - POLICE DEPT OPERATING SERVICES (Cont)						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	PERCENT	
5514	TRAINING & SEMINARS	\$ 7,936	\$ 13,500	\$ 18,420	36.4%	
5515	PRINTING & COPYING	\$ 255	\$ 4,500	\$ 4,500	0.0%	
5517	PROFESSIONAL SERVICES	\$ 8,851	\$ 15,000	\$ 15,000	0.0%	
5518	POSTAGE	\$ 984	\$ 1,000	\$ 1,000	0.0%	
5519	UTILITIES	\$ 22,730	\$ 26,000	\$ 27,300	5.0%	
5520	ATTORNEY FEES	\$ 11,724	\$ 14,000	\$ 14,000	0.0%	
5521	TELEPHONE EXPENSES	\$ 14,507	\$ 20,000	\$ 20,000	0.0%	
5522	SUBSCRIPTIONS & DUES	\$ 2,052	\$ 2,500	\$ 2,500	0.0%	
5523	INSURANCE & BONDS	\$ 88,552	\$ 89,250	\$ 99,145	11.1%	
5524	PUBLICATIONS & ADVERTISING	\$ 486	\$ 3,000	\$ 3,000	0.0%	
5525	BUILDING & GROUNDS MAINT.	\$ 9,787	\$ 10,000	\$ 10,000	0.0%	
5526	CRIME TASK FORCE	\$ 161	\$ 2,300	\$ 2,300	0.0%	
5527	ROAD EQUIPMENT REPAIRS	\$ 21,443	\$ 26,000	\$ 26,000	0.0%	
5528	JANITORIAL SUPPLIES	\$ 1,237	\$ 5,000	\$ 5,000	0.0%	
5530	UNIFORM ALLOWANCE	\$ 24,436	\$ 33,000	\$ 33,000	0.0%	
5531	TRAVEL EXPENSES	\$ 1,794	\$ 7,500	\$ 7,500	0.0%	
5534	TOOLS & EQUIPMENT	\$ 28,675	\$ 29,000	\$ 35,000	20.7%	
5538	IDENTIFICATION	\$ 439	\$ 4,000	\$ 4,000	0.0%	
5547	LEASE COPIER	\$ 5,431	\$ 7,180	\$ 6,000	-16.4%	
5574	DETENTION JUVENILE/MEDICAL	\$ -	\$ 4,000	\$ 4,000	0.0%	
5584	PROMOTIONAL	\$ -	\$ 1,500	\$ 1,500	0.0%	
5590	DETENTION SUPPLIES/MEALS	\$ -	\$ 2,000	\$ 2,000	0.0%	
5591	JAIL LAUNDRY	\$ 102	\$ 1,825	\$ 1,825	0.0%	
TOTAL OPERATING EXPENSE		\$ 325,134	\$ 414,167	\$ 431,377	4.2%	
(11) GENERAL FUND - POLICE DEPT CAPITAL OUTLAY						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5626	CAPITAL OUTLAY/COMPUTER & SECURITY SYSTEM		\$ 13,500	\$ 18,000	33.3%	
5630	CAPITAL OUTLAY/SIX VESTS	\$ 4,600	\$ 5,000	\$ 5,000	0.0%	
5632	CAPITAL OUTLAY/POLICE UNITS & EQUIPMENT	\$ 64,352	\$ 65,000	\$ 65,000	0.0%	
TOTAL CAPITAL OUTLAY		\$ 68,952	\$ 83,500	\$ 88,000	5.4%	
TOTAL EXPENSES		\$ 1,839,971	\$ 2,353,962	\$ 2,682,172	13.9%	
ACCOUNTS PAYABLE		\$ -	\$ -		0.0%	
TOTAL POLICE EXPENDITURES		\$ 1,839,971	\$ 2,353,962	\$ 2,682,172	13.9%	

PUBLIC SAFETY - FIRE

Department: 11 – 405 / General Fund

MISSION

The mission of the Los Lunas Fire Department is to provide fire protection and life safety for the residents and business of the community.

DESCRIPTION

The Los Lunas Fire Department is responsible for the preservation of human life due to fire or rescue services as needed. To make the public aware of fire safety of all types, and make available all fire prevention information.

GOALS AND OBJECTIVES

- To pre-plan all apartment and commercial businesses throughout the Village.
- To provide twenty-four (24) hour committed Fire & Rescue Service.
- To provide professional Fire and Rescue service to all Village residents.
- To assist in the establishment of an effective emergency management plan.
- To improve the ISO rating thereby providing cost savings to Village citizens through insurance savings.

Table 10 presents the fiscal year 2004-2005 operating budget for the Fire Department.

Table 10: PUBLIC SAFETY - FIRE
Department: 11 – 405 / General Fund

405							
(11) GENERAL FUND - FIRE DEPT PERSONAL SERVICE							
SUB ACCOUNT NAME			ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5404	CHAVEZ, ATILANO	FIRE CHIEF	\$ 40,289	\$ 43,513	\$ 46,125	6.0%	
5406	ORTEGA, LEROY	E.M.T./FIREFIGHTER	\$ 18,091	\$ 19,538	\$ 20,717	6.0%	
5425	MIRELES, CARLOS	E.M.T./FIREFIGHTER-SUPERV.	\$ 26,520	\$ 28,642	\$ 30,361	6.0%	
5450	BLANCHFIELD, MATHEW	E.M.T./FIREFIGHTER	\$ 16,492	\$ 16,128	\$ 18,083	12.1%	
5450	ROMERO, ZACK	EMERGENCY MGT/FIRE INSP	\$ 15,000	\$ 16,848	\$ 17,857	6.0%	
5450	DEANDA, DELPHIE	E.M.T./FIREFIGHTER	\$ 16,492	\$ 16,200	\$ 17,169	6.0%	
5427	TRUJILLO, STEPHANE	RECEPTIONIST	\$ 11,639	\$ 13,658	\$ 12,075	-11.6%	
5459	GABALDON, JOHN	E.M.T./FIREFIGHTER	\$ 16,492	\$ 19,527	\$ 22,777	16.6%	
5459	(VACANT)	E.M.T./FIREFIGHTER	\$ 16,492	\$ 18,173	\$ 15,500	-14.7%	
5450	GALLEGOS, RONALD M.	E.M.T./FIREFIGHTER		\$ 16,128	\$ 18,083	12.1%	
5459	ORTEGA, MICHAEL	E.M.T./FIREFIGHTER		\$ 17,736	\$ 19,807	11.7%	
5459	CHAVEZ, LUIS R	E.M.T./FIREFIGHTER		\$ 15,500	\$ 23,477	51.5%	
5459	(NEW VACANT)	E.M.T./FIREFIGHTER			\$ 15,500	100.0%	
5459	LUCERO, LILLIAN	E.M.T.	\$ 11,639	\$ 15,118	\$ 14,838	-1.9%	
5499		OVERTIME	\$ 12,760	\$ 15,000	\$ 22,000	46.7%	
			\$ 201,907	\$ 271,710	\$ 314,367	15.7%	
5440	F.I.C.A EXPENSE		\$ 16,258	\$ 20,786	\$ 24,049	15.7%	
5441	P.E.R.A EXPENSE		\$ 53,796	\$ 79,522	\$ 91,008	14.4%	
5442	MEDICAL INS. EXPENSE		\$ 52,828	\$ 111,010	\$ 127,754	15.1%	
5443	UNEMPLOYMENT TAX EXPENSE		\$ 322	\$ 815	\$ 943	15.7%	
5444	WORKMENS'S COMP. INS. EXPENSE		\$ 7,120	\$ 8,745	\$ 7,781	-11.0%	
			\$ 130,324	\$ 220,878	\$ 251,535	13.9%	
TOTAL PERSONAL SERVICES			\$ 332,231	\$ 492,587	\$ 565,902	14.9%	
(11) GENERAL FUND - FIRE DEPT OPERATING SERVICES							
SUB ACCOUNT NAME			ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5505	EQUIPMENT/OPERATING EXPENSE		\$ 13,779	\$ 15,000	\$ 15,000	0.0%	
5510	OFFICE SUPPLIES		\$ 3,109	\$ 3,000	\$ 5,000	66.7%	
5511	DATA PROCESSING		\$ 1,543	\$ 6,482	\$ 3,273	-49.5%	
5513	GAS & OIL FOR VEHICLES		\$ 4,844	\$ 5,000	\$ 5,500	10.0%	
5514	TRAINING & SEMINARS		\$ 3,209	\$ 4,000	\$ 6,880	72.0%	
5515	PRINTING & COPYING		\$ 165	\$ 1,000	\$ 1,000	0.0%	
5517	PROFESSIONAL SERVICES-MED. DIR.		\$ 3,270	\$ 5,000	\$ 5,000	0.0%	
5518	POSTAGE		\$ 43	\$ 500	\$ 500	0.0%	
5519	UTILITIES		\$ 4,222	\$ 8,000	\$ 8,000	0.0%	
5521	TELEPHONE EXP.		\$ 2,441	\$ 3,000	\$ 3,000	0.0%	
5522	SUBSCRIPTIONS & DUES		\$ 1,558	\$ 2,000	\$ 2,000	0.0%	
5523	INSURANCE & BONDS		\$ -	\$ 12,431	\$ 32,231	159.3%	
5525	BUILDING & GROUNDS MAINT.		\$ 5,025	\$ 5,000	\$ 5,000	0.0%	
5527	ROAD EQUIPMENT REPAIRS		\$ 6,851	\$ 5,000	\$ 6,000	20.0%	
5528	JANITORIAL SUPPLIES		\$ 1,573	\$ 2,000	\$ 2,000	0.0%	
5530	UNIFORM ALLOWANCE		\$ 5,563	\$ 6,500	\$ 12,000	84.6%	
5531	TRAVEL EXPENSES		\$ 5,992	\$ 6,000	\$ 4,000	-33.3%	
5534	TOOLS & EQUIPMENT		\$ 685	\$ 1,000	\$ 1,000	0.0%	
5536	SAFETY EQUIPMENT		\$ 4,241	\$ 3,500	\$ 3,500	0.0%	
5538	IDENTIFICATION		\$ 1,995	\$ 2,500	\$ 5,000	100.0%	
5545	VOLUNTEER FIREMAN		\$ 13,792	\$ 11,000	\$ 12,000	9.1%	
5546	RESCUE CONTROL COMMITMENT		\$ 2,337	\$ 8,000	\$ 8,000	0.0%	
5547	LEASE PAYMENTS		\$ 1,052	\$ 1,800	\$ 1,800	0.0%	
5549	SAFETY COMMITTEE AWARDS		\$ 9,364	\$ -	\$ -	0.0%	
5568	SAFETY PROMOTIONAL MATERIAL		\$ 3,007	\$ 3,000	\$ 5,000	66.7%	
5569	RADIO SERVICE CONTRACT		\$ 1,842	\$ 3,000	\$ 5,000	66.7%	
TOTAL OPERATING EXPENSE			\$ 101,502	\$ 123,713	\$ 157,684	27.5%	

Table 10: PUBLIC SAFETY – FIRE Continued
Department: 11 – 406 / General Fund

(11) GENERAL FUND - FIRE DEPT CAPITAL OUTLAY					
SUB ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5685 CAPITAL OUTLAY/NEW/FACILITY UPGRADE	\$ 26,564	\$ 305,000	\$ -	-100.0%	
5602 CAPITAL OUTLAY/PAGERS		\$ -	\$ -	0.0%	
5631 CAPITAL OUTLAY/MEDICAL UNIT	\$ 29,610	\$ 51,788	\$ -	-100.0%	
5662 CAPITAL OUTLAY/COMPUTERS & PRINTER/CASCADE SYSTEM		\$ 12,500	\$ 11,300	-9.6%	
TOTAL CAPITAL OUTLAY	\$ 56,174	\$ 369,288	\$ 11,300	-96.9%	
TOTAL EXPENSES	\$ 489,907	\$ 985,588	\$ 734,886	-25.4%	
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -		
TOTAL FIRE EXPENDITURES	\$ 489,907	\$ 985,588	\$ 734,886	-25.4%	

STREET

Department: 11 – 406 / General Fund

MISSION

To construct and maintain adequate streets for the safe and orderly flow of traffic within the Village limits and to assist all departments in case of an emergency.

DESCRIPTION

To maintain 52 miles of paved roads and 8 miles of gravel roads in the Village limits and to construct and maintain facilities for all departments.

GOALS AND OBJECTIVES

- To keep all streets in a good state of repair.
- To continually repair all reported pot-holes within a 24 hour period.
- To upgrade street and traffic control signs.
- To assist all departments in street, parking lot, or building site construction.
- To assist in all types of emergencies.
- To maintain a drug free workplace.

Table 11 presents the fiscal year 2004-2005 operating budget for the Street Department.

Table 11: STREET
Department: 11 – 406 / General Fund

406 (11) GENERAL FUND - STREET DEPT PERSONAL SERVICE						
SUB ACCOUNT NAME			ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5421	DURAN, MANUEL R.	SUPERVISOR	\$ 31,116	\$ 33,606	\$ 35,623	6.0%
5422	PEREA, JOHNNY JR.	EQUIP. OPERATOR	\$ 22,577	\$ 24,384	\$ 25,835	6.0%
5423	PEREA, TRINIDAD	LABORER	\$ 20,307	\$ 21,932	\$ 23,241	6.0%
5424	SILVA, JOSE MANUEL	LT. EQUIP. OPERATOR	\$ 21,180	\$ 22,875	\$ 22,452	-1.9%
5438	GRIEGO, BOBBY G.	LABORER	\$ 11,268	\$ 17,589	\$ 18,643	6.0%
5438	MEDINA, PATRICK	LABORER	\$ 11,268	\$ 20,272	\$ 21,479	6.0%
5438	GOMEZ, GEROGE	LABORER	\$ 11,268	\$ 11,711	\$ 16,085	37.3%
			\$ 128,984	\$ 152,370	\$ 163,358	7.2%
5440	F.I.C.A EXPENSE		\$ 9,612	\$11,656	\$ 12,497	7.2%
5441	P.E.R.A EXPENSE		\$ 24,523	\$28,969	\$ 31,058	7.2%
5442	MEDICAL INS. EXPENSE		\$ 35,945	\$59,774	\$ 63,877	6.9%
5443	UNEMPLOYMENT TAX EXPENSE		\$ 188	\$457	\$ 490	7.2%
5444	WORKMENS'S COMP. INS. EXPENSE		\$ 10,933	\$17,774	\$ 15,635	-12.0%
			\$ 81,201	\$ 118,631	\$ 123,558	4.2%
TOTAL PERSONAL SERVICES			\$ 210,185	\$ 271,000	\$ 286,916	5.9%
(11) GENERAL FUND - STREET DEPT OPERATING SERVICES						
SUB ACCOUNT NAME			ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5510	OFFICE SUPPLIES		\$ 963	\$ 1,000	\$ 1,000	0.0%
5511	DATA PROCESSING			\$ 1,651	\$ 1,651	0.0%
5513	GAS & OIL FOR VEHICLES		\$ 9,209	\$ 11,135	\$ 11,135	0.0%
5514	TRAINING & SEMINARS		\$ 325	\$ 1,000	\$ 1,720	72.0%
5517	PROFESSIONAL SERVICES		\$ 20,122	\$ 20,000	\$ 20,000	0.0%
5518	POSTAGE		\$ -	\$ 50	\$ 50	0.0%
5519	UTILITIES		\$ 60,960	\$ 80,410	\$ 82,000	2.0%
5523	INSURANCE & BONDS		\$ 34,067	\$ 24,500	\$ 24,500	0.0%
5524	PUBLICATIONS & ADVERTISING		\$ 240	\$ 600	\$ 600	0.0%
5525	BUILDING & GROUNDS MAINT.		\$ 2,354	\$ 5,600	\$ 5,600	0.0%
5527	ROAD EQUIPMENT REPAIRS		\$ 21,010	\$ 24,000	\$ 24,000	0.0%
5530	UNIFORM ALLOWANCE		\$ 1,345	\$ 2,750	\$ 2,750	0.0%
5531	TRAVEL EXPENSE		\$ 64	\$ 1,000	\$ 1,000	0.0%
5534	TOOLS & EQUIPMENT		\$ 6,464	\$ 7,000	\$ 7,000	0.0%
5535	ROAD SIGNS		\$ 6,416	\$ 12,500	\$ 12,500	0.0%
5536	SAFETY EQUIPMENT		\$ 1,815	\$ 4,000	\$ 4,000	0.0%
5537	CHEMICALS		\$ 6,841	\$ 9,000	\$ 20,000	122.2%
5538	IDENTIFICATION		\$ -	\$ -	\$ -	0.0%
5543	STREET LIGHT REPAIRS		\$ 1,710	\$ 8,000	\$ 8,000	0.0%
5544	TRAFFIC LIGHT EXPENSE		\$ -	\$ -	\$ -	0.0%
TOTAL OPERATING EXPENSE			\$ 173,905	\$ 214,196	\$ 227,506	6.2%

Table 11: STREET Continued
Department: 11 – 406 / General Fund

(11) GENERAL FUND - STREET DEPT CAPITAL OUTLAY					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5607	CAPITAL OUTLAY/DOWNTOWN PROJECT	\$ 35,076	\$ 604,700	\$ -	-100.0%
5603	CAPITAL OUTLAY/SIDEWALKS		\$ 300,000	\$ 400,000	33.3%
5634	CAPITAL OUTLAY/LOS LENTES IMPROVEMENTS		\$ 193,810	\$ -	-100.0%
5643	CAPITAL OUTLAY/LUNA HILLS		\$ 205,000	\$ 540,000	163.4%
5645	CAPITAL OUTLAY/CHRISTMAS LIGHT	\$ 10,334	\$ 15,000	\$ 15,000	0.0%
5604	CAPITAL OUTLAY/JUAN PEREA		\$ 87,500	\$ 160,220	83.1%
5605	CAPITAL OUTLAY/CARSON PARK DRAINAGE		\$ 112,500	\$ 200,920	78.6%
TOTAL CAPITAL OUTLAY		\$ 45,410	\$ 1,518,510	\$ 1,316,140	-13.3%
TOTAL EXPENSES		\$ 429,500	\$ 2,003,706	\$ 1,830,562	-8.6%
ACCOUNTS PAYABLE		\$ -	\$ -	\$ -	0.0%
TOTAL STREET EXPENDITURES		\$ 429,500	\$ 2,003,706	\$ 1,830,562	-8.6%

PARKS

Department: 11 – 407 / General Fund

MISSION

To enrich the lives of the residents of Los Lunas and Valencia County through its natural resources and provision of quality recreational opportunities for all.

DESCRIPTION

To provide the citizens of Los Lunas and Valencia County with adequate facilities to satisfy their needs and wants in the enjoyment of their leisure hours. The Village currently maintains twelve (12) parks; and for the beautification and landscaping of active and passive park areas, and extensive recreation programs offered throughout the department.

GOALS AND OBJECTIVES

- To maintain clean and safe environment for youth, elderly and persons with special needs.
- To expand current facilities to accommodate our growing community.
- To purchase and maintain playground equipment that are up to ADA and Playground safety standards.
- To provide recreational facilities that display pride in this community.

Table 12 presents the fiscal year 2004-2005 operating budget for the Parks Department.

Table 12: PARKS

Department: 11 – 407 / General Fund

407							
(11) GENERAL FUND - PARKS DEPT PERSONAL SERVICE							
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE		
5407	JARAMILLO, MICHAEL RECREATION DIR.	\$ 32,710	\$ 35,327	\$ 37,455	6.0%		
5421	GARCIA, RUBEN SUPERVISOR	\$ 23,898	\$ 26,405	\$ 26,921	2.0%		
5421	ARAGON, RAYMOND SUPERVISOR	\$ 23,898	\$ 22,255	\$ 25,718	15.6%		
5426	BACA, MANUEL R. JR. PARK TECH.	\$ 23,852	\$ 25,668	\$ 27,217	6.0%		
5428	SUMMER YOUTH	\$ 108,363	\$ 140,000	\$ 100,000	-28.6%		
5438	MASCARENAS, ANTHON` LABORER	\$ 18,871	\$ 16,093	\$ 18,384	14.2%		
5438	BRADSHAW, PHILLIP PARK TECH II	\$ 18,871	\$ 23,407	\$ 24,812	6.0%		
5438	GUTIERREZ, EDWARD LABORER	\$ 18,871	\$ 16,544	\$ 17,526	5.9%		
5438	TELLES, MICHAEL LABORER	\$ 18,871	\$ 17,271	\$ 18,310	6.0%		
5438	BARTA, JOSEPH A. PARK TECH II	\$ 18,871	\$ 24,306	\$ 25,765	6.0%		
5438	GARCIA, HERMAN LABORER	\$ 18,871	\$ 25,032	\$ 26,525	6.0%		
5461	DURAN, EUGUNE YOUTH COORDINATOR	\$ 19,973	\$ 21,127	\$ 22,383	5.9%		
5461	MCDANIEL, MICHAEL J. SPORTS COORDINATOR	\$ 19,973	\$ 21,328	\$ 22,608	6.0%		
5465	CHAVEZ, KATHY M. REC. PROGRAMS ASST.	\$ 26,916	\$ 28,861	\$ 31,658	9.7%		
5310	(NEW VACANT) ACQUATICS COORDINATOR			\$ 20,000	100.0%		
5311	(NEW VACANT) ASSIST. ACQUATICS			\$ 14,000	100.0%		
5312	(NEW VACANT) RECREATION AIDE			\$ 13,500	100.0%		
5313	(NEW VACANT) GYM STAFF			\$ 15,000	100.0%		
5313	(NEW VACANT) GYM STAFF			\$ 13,000	100.0%		
5438	SEASONAL PART-TIME		\$ 12,300	\$ 24,600	100.0%		
		\$ 392,806	\$ 455,925	\$ 525,383	15.2%		
5440	F.I.C.A EXPENSE	\$ 29,827	\$ 34,878	\$ 40,192	15.2%		
5441	P.E.R.A EXPENSE	\$ 52,868	\$ 57,727	\$ 76,199	32.0%		
5442	MEDICAL INS. EXPENSE	\$ 70,789	\$ 111,010	\$ 164,255	48.0%		
5443	UNEMPLOYMENT TAX EXPENSE	\$ 619	\$ 1,368	\$ 1,576	15.2%		
5444	WORKMENS'S COMP. INS. EXPENSE	\$ 11,060	\$ 22,404	\$ 21,183	-5.4%		
		\$ 165,163	\$ 227,386	\$ 303,405	33.4%		
TOTAL PERSONAL SERVICES		\$ 557,969	\$ 683,311	\$ 828,788	21.3%		
(11) GENERAL FUND - PARKS DEPT OPERATING SERVICES							
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE		
5510	OFFICE SUPPLIES	\$ 4,615	\$ 5,000	\$ 6,000	20.0%		
5511	DATA PROCESSING	\$ 3,711	\$ 3,460	\$ 7,875	127.6%		
5513	GAS & OIL FOR VEHICLES	\$ 10,543	\$ 12,000	\$ 13,000	8.3%		
5514	TRAINING & SEMINARS	\$ 1,729	\$ 4,000	\$ 9,720	143.0%		
5519	UTILITIES	\$ 106,464	\$ 100,000	\$ 125,000	25.0%		
5521	TELEPHONE EXPENSES	\$ 11,359	\$ 8,000	\$ 11,000	37.5%		
5523	INSURANCE & BONDS	\$ 29,311	\$ 31,000	\$ 40,000	29.0%		
5524	PUBLICATIONS & ADVERTISING	\$ 3,185	\$ 2,000	\$ 2,000	0.0%		
5525	BUILDING & GROUNDS MAINT.	\$ 66,917	\$ 50,000	\$ 65,000	30.0%		
5527	ROAD EQUIPMENT REPAIRS	\$ 13,913	\$ 8,500	\$ 12,000	41.2%		
5528	JANITORIAL SUPPLIES	\$ 3,363	\$ 3,500	\$ 5,500	57.1%		
5530	UNIFORM ALLOWANCE	\$ 1,872	\$ 3,000	\$ 5,000	66.7%		
5531	TRAVEL EXPENSES	\$ 760	\$ 2,000	\$ 3,000	50.0%		
5534	TOOLS & EQUIPMENT	\$ 7,813	\$ 6,500	\$ 9,000	38.5%		
5536	SAFETY EQUIPMENT	\$ 5,111	\$ 4,000	\$ 8,000	100.0%		
5538	IDENTIFICATION	\$ 1,021	\$ 1,500	\$ 1,500	0.0%		
5548	SPECIAL EVENTS/4th of JULY EVENTS	\$ 16,500	\$ 16,000	\$ 19,000	18.8%		
5503	SUMMER RECREATION EXPENSES		\$ 2,500	\$ 2,500	0.0%		
5578	MOSQUITO CONTROL	\$ 5,209	\$ 5,200	\$ 5,200	0.0%		
TOTAL OPERATING EXPENSE		\$ 293,396	\$ 268,160	\$ 350,295	30.6%		

Table 12: PARKS Continued
Department: 11 – 407 / General Fund

(11) GENERAL FUND - PARKS DEPT CAPITAL OUTLAY					
SUB ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5662 CAPITAL OUTLAY/3/4 TON TRUCK	\$ 23,562	\$ 42,532	\$ 25,000	-41.2%	
5670 CAPITAL OUTLAY/PARK-PLAYGROUND EQUIPMENT		\$ 5,000	\$ 5,000	0.0%	
5671 CAPITAL OUTLAY/GENERAL PARK IMPROVEMENTS	\$ 112,449	\$ 123,000	\$ 132,200	7.5%	
5672 CAPITAL OUTLAY/DF IMPROVEMENTS		\$ 100,000	\$ 509,000	409.0%	
5674 CAPITAL OUTLAY/TURF EQUIPMENT		\$ 7,000	\$ 33,835	383.4%	
5677 CAPITAL OUTLAY/SOFTBALL FIELDS GRADING		\$ 205,000	\$ 205,000	0.0%	
5678 CAPITAL OUTLAY/LITTLE LEAGUE COMPLEX	\$ 16,980	\$ 102,500	\$ 70,000	-31.7%	
5679 CAPITAL OUTLAY/POOL & GYM REPAIRS			\$ 50,000	100.0%	
TOTAL CAPITAL OUTLAY	\$ 152,991	\$ 585,032	\$ 1,030,035	76.1%	
TOTAL EXPENSES	\$ 1,004,356	\$ 1,536,503	\$ 2,209,118	43.8%	
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -		
TOTAL PARKS EXPENDITURES	\$ 1,004,356	\$ 1,536,503	\$ 2,209,118	43.8%	

LIBRARY

Department: 11 – 408 / General Fund

MISSION

The mission of the Los Lunas Community Library is to meet the progressing educational, cultural, and recreational needs of the public by providing modern library resources and services. The library recognizes an obligation to acquire, provide and extend services to the residents of the Village of Los Lunas and the surrounding communities who traditionally have not frequented the library. The library dedicates itself to supplying ready access to the world of ideas and knowledge by preparing for the informational needs of the community.

DESCRIPTION

The library strives to acquire materials to provide information, enlightenment, entertainment, education, development, appreciation, stimulation, and enrichment that reflect an understanding and consideration of the community served. Concern will be given for all ages, backgrounds, interests, abilities, and levels of education to the degree possible within budgetary constraints, and material availability.

GOALS AND OBJECTIVES

ADULT SERVICES

- To obtain selections not in the collection through Interlibrary Loan services.

YOUTH SERVICES

- To continue to provide a story hour program for pre-school children during the school year.
- To provide summer story hours and reading programs.

TECHNOLOGY SERVICES

- To ensure free public access to the Internet.
- To maintain access to our catalog via the Internet through *RALLY*, the *Rio Abajo Electronic Library* [<http://rally.library.net>].
- To continue providing access to computers for word-processing and publishing.

COLLECTION DEVELOPMENT

- To keep abreast of the latest technology and trends and to see that information is updated regularly.
- The Library will attempt to furnish materials needed to support the courses of study offered at elementary and secondary schools in the area.

STAFF

- To provide the public with a dedicated staff that exhibits a quality philosophy of service.
- To continually emphasize employee training.

Table 13 presents FY 2004-2005 operating budget for the Library.

Table 13: LIBRARY
Department: 11 – 408 / General Fund

408						
(11) GENERAL FUND - LIBRARY PERSONAL SERVICE						
		ACTUAL	BUDGET	PROPOSED	%CHANGE	
SUB ACCOUNT NAME		2002/2003	2003/2004	2004/2005		
5435	JARAMILLO, CARMEN M. LIBRARIAN	\$ 32,524	\$ 35,127	\$ 37,241	6.0%	
5436	SHETTER, CYNTHIA ASST. LIBRARIAN	\$ 22,563	\$ 24,368	\$ 25,835	6.0%	
5437	MARTINEZ, GENEVIEVE LIBRARY AIDE	\$ 13,888	\$ 16,893	\$ 17,908	6.0%	
5437	PANDO, ANNA M. LIBRARY AIDE (PART-TIME)	\$ 13,888	\$ 11,193	\$ 11,857	5.9%	
5437	MAURER, LORRIE CHILDRENS LIBRARIAN	\$ 13,888	\$ 16,913	\$ 17,930	6.0%	
5437	(NEW VACANT) LIBRARY AIDE			\$ 12,575	100.0%	
5437	(NEW VACANT) LIBRARY AIDE (PART-TIME)			\$ 6,038	100.0%	
		\$ 96,752	\$ 104,494	\$ 129,384	23.8%	
5440	F.I.C.A EXPENSE	\$ 7,078	\$ 7,994	\$ 9,898	23.8%	
5441	P.E.R.A EXPENSE	\$ 18,395	\$ 19,867	\$ 24,599	23.8%	
5442	MEDICAL INS. EXPENSE	\$ 32,948	\$ 42,696	\$ 63,877	49.6%	
5443	UNEMPLOYMENT TAX EXPENSE	\$ 140	\$ 313	\$ 388	23.8%	
5444	WORKMENS'S COMP. INS. EXPENSE	\$ 389	\$ 685	\$ 696	1.6%	
		\$ 58,950	\$ 71,555	\$ 99,458	39.0%	
TOTAL PERSONAL SERVICES		\$ 155,702	\$ 176,049	\$ 228,841	30.0%	
(11) GENERAL FUND - LIBRARY OPERATING SERVICES						
		ACTUAL	BUDGET	PROPOSED	%CHANGE	
SUB ACCOUNT NAME		2002/2003	2003/2004	2004/2005		
5510	OFFICE SUPPLIES	\$ 7,877	\$ 7,500	\$ 7,500	0.0%	
5511	DATA PROCESSING	\$ 9,745	\$ 16,190	\$ 7,500	-53.7%	
5514	TRAINING & SEMINARS	\$ 426	\$ 1,600	\$ 2,820	76.3%	
5515	PRINTING & COPYING	\$ 474	\$ 500	\$ 500	0.0%	
5518	POSTAGE	\$ 1,022	\$ 1,300	\$ 1,300	0.0%	
5519	UTILITIES	\$ 6,154	\$ 6,500	\$ 8,500	30.8%	
5521	TELEPHONE EXPENSES	\$ 1,036	\$ 5,300	\$ 5,300	0.0%	
5523	INSURANCE & BONDS	\$ 3,668	\$ 3,500	\$ 5,000	42.9%	
5524	PUBLICATIONS & ADVERTISING	\$ -	\$ 300	\$ 300	0.0%	
5525	BUILDING & GROUNDS MAINT.	\$ 4,825	\$ 6,000	\$ 6,000	0.0%	
5528	JANITORIAL SUPPLIES	\$ 3,357	\$ 5,400	\$ 5,400	0.0%	
5531	TRAVEL EXPENSES	\$ 344	\$ 500	\$ 1,000	100.0%	
5547	LEASE COPIER	\$ 1,671	\$ 1,900	\$ 1,800	-5.3%	
5570	BOOK ALLOWANCE	\$ 31,003	\$ 45,605	\$ 30,000	-34.2%	
TOTAL OPERATING EXPENSE		\$ 71,602	\$ 102,095	\$ 82,920	-18.8%	
(11) GENERAL FUND - LIBRARY CAPITAL OUTLAY						
		ACTUAL	BUDGET	PROPOSED	%CHANGE	
SUB ACCOUNT NAME		2002/2003	2003/2004	2004/2005		
5601	CAPITAL OUTLAY/VIDEO SYSTEM		\$ 21,000	\$ 50,000	138.1%	
5681	CAPITAL OUTLAY/BUILDING REMODELING	\$ 411	\$ 225,000	\$ -	-100.0%	
5683	CAPITAL OUTLAY/BUILDING PARKING	\$ -	\$ 150,000	\$ 112,015	-25.3%	
TOTAL CAPITAL OUTLAY		\$ 411	\$ 396,000	\$ 162,015	100.0%	
TOTAL EXPENSES		\$ 227,715	\$ 674,144	\$ 473,776	-29.7%	
ACCOUNTS PAYABLE		\$ -	\$ -	\$ -	0.0%	
TOTAL LIBRARY EXPENDITURES		\$ 227,715	\$ 674,144	\$ 473,776	-29.7%	

COMMUNITY DEVELOPMENT

Department: 11 – 411 / General Fund

MISSION

To update and maintain the Village comprehensive master plan, oversee zoning, subdivision and building regulations insure the orderly growth of the Village of Los Lunas.

DESCRIPTION

The Community Development Department is responsible for routine enforcement of codes, and ordinances including zoning, subdivision building, nuisance and processing of all aspects and permits required thereunder including complaints. Update and amend codes and ordinances to reflect changing growth patterns, annexations, and policy directives.

GOALS AND OBJECTIVES

- To enforce the municipal code to achieve the legislative body's purpose of providing a high quality of life for the citizens of Los Lunas.
- Work through the Planning and Zoning Commission and Council developing future plans to provide quality growth programs.
- To annually update the Infrastructure Capital Improvement Plan (ICIP) which will allow economic development activities which provide economic stability for the community.
- To provide the public with assistance in the processing of necessary materials for the development of their properties.
- To review and make necessary amendments to the zoning ordinance.
- To review and update the Villages' development fee ordinance.
- To develop a building permits process to incorporate inspection of electrical and mechanical into the Village.

Table 14 presents the fiscal year 2004-2005 operating budget for Community Development.

Table 14: COMMUNITY DEVELOPMENT
Department: 11 – 411 / General Fund

411						
(11) GENERAL FUND - COMM. DEVEL. PERSONAL SERVICE						
			ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME			2002/2003	2003/2004	2004/2005	
5398	CALLAHAN, MARTIN	COMPUTER SPECIALIST	\$ 21,937	\$ 33,210	\$ 35,193	6.0%
5400	CROWSON, DIANA	PLANNER TECHNICIAN	\$ 21,937	\$ 15,800	\$ 16,748	6.0%
5408	MONDRAGON, THOMAS	COMMUNITY DEV. DIR.	\$ 48,534	\$ 52,395	\$ 55,530	6.0%
5429	FERNANDEZ, PETER	FINANCE SERV. PLAN	\$ 43,516	\$ 46,997	\$ 49,816	6.0%
5430	NAVARRETTE, JOSIE	ZONING OFFICER	\$ 23,054	\$ 24,899	\$ 26,382	6.0%
5431	LOPEZ, ADOLPH	BUILDING INSPECTOR	\$ 25,492	\$ 27,532	\$ 29,193	6.0%
5432	CHAVEZ, JEROME L.	ANIMAL CONTROL	\$ 23,500	\$ 24,856	\$ 26,337	6.0%
5433	MARQUEZ, MARIE	SECRETARY	\$ 15,641	\$ 16,893	\$ 17,908	6.0%
5399	COOPER, JEFFERY	COMPUTER SPECIALIST			\$ 20,815	100.0%
5434		PLANNING & ZONING BOARD	\$ 1,510	\$ 2,700	\$ 2,700	0.0%
			\$ 225,121	\$ 245,283	\$ 280,622	14.4%
5440	F.I.C.A EXPENSE		\$ 15,352	\$ 18,764	\$ 21,468	14.4%
5441	P.E.R.A EXPENSE		\$ 33,986	\$ 46,634	\$ 53,353	14.4%
5442	MEDICAL INS. EXPENSE		\$ 42,291	\$ 68,314	\$ 82,128	20.2%
5443	UNEMPLOYMENT TAX EXPENSE		\$ 233	\$ 736	\$ 842	14.4%
5444	WORKMENS'S COMP. INS. EXPENSE		\$ 1,633	\$ 2,078	\$ 3,977	91.4%
			\$ 93,495	\$ 136,526	\$ 161,768	18.5%
TOTAL PERSONAL SERVICES			\$ 318,616	\$ 381,809	\$ 442,390	15.9%
(11) GENERAL FUND - COMM. DEVEL. OPERATING SERVICES						
			ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME			2002/2003	2003/2004	2004/2005	
5428	YOUTH EMPLOYMENT		\$ 11,484	\$ 18,000	\$ 18,000	0.0%
5510	OFFICE SUPPLIES		\$ 8,172	\$ 6,000	\$ 6,000	0.0%
5511	DATA PROCESSING		\$ 2,942	\$ 9,601	\$ 9,530	-0.7%
5512	BOOKS & MANUALS		\$ 136	\$ 2,300	\$ 2,500	8.7%
5513	GAS & OIL FOR VEHICLES		\$ 1,796	\$ 1,800	\$ 1,800	0.0%
5514	TRAINING & SEMINARS		\$ 2,708	\$ 3,000	\$ 5,180	72.7%
5515	PRINTING & COPYING		\$ 1,557	\$ 1,000	\$ 1,000	0.0%
5516	REPORTING & RECORDING		\$ -	\$ 300	\$ 300	0.0%
5517	PROFESSIONAL SERVICES		\$ 15,989	\$ 20,000	\$ 30,000	50.0%
5518	POSTAGE		\$ 1,988	\$ 3,000	\$ 3,500	16.7%
5519	UTILITIES		\$ 3,260	\$ 4,000	\$ 4,000	0.0%
5520	ATTORNEY FEES		\$ 4,251	\$ 7,000	\$ 4,500	-35.7%
5521	TELEPHONE EXPENSES		\$ 4,454	\$ 4,500	\$ 8,600	91.1%
5522	SUBSCRIPTIONS & DUES		\$ 888	\$ 2,000	\$ 1,000	-50.0%
5523	INSURANCE & BONDS		\$ 10,991	\$ 10,800	\$ 14,000	29.6%
5524	PUBLICATIONS & ADVERTISING		\$ 851	\$ 1,500	\$ 1,600	6.7%
5525	BUILDING & GROUNDS MAINT.		\$ 751	\$ 1,050	\$ 1,400	33.3%
5527	ROAD EQUIPMENT REPAIRS		\$ 317	\$ 800	\$ 800	0.0%
5528	JANITORIAL SUPPLIES		\$ 225	\$ 500	\$ 500	0.0%
5530	UNIFORM ALLOWANCE		\$ 100	\$ 985	\$ 900	-8.6%
5531	TRAVEL EXPENSES		\$ 719	\$ 3,000	\$ 6,800	126.7%
5536	SAFETY EQUIPMENT			\$ 500	\$ 500	0.0%
5538	IDENTIFICATION		\$ 219	\$ 250	\$ 250	0.0%
5547	LEASE PURCHASES (COPIER)		\$ 2,699	\$ 4,050	\$ 4,050	0.0%
5555	KENNEL FEES			\$ 8,000	\$ 6,500	-18.8%
5558	ORD #45 SEC-C WEED REMOVAL		\$ 4,327	\$ 5,000	\$ 6,000	20.0%
5559	ANIMAL CONTROL OPER. EXPENSE			\$ 6,000	\$ 7,000	16.7%
5573	E911 MAINT./ADDRESSING		\$ 60,243	\$ 54,659	\$ 144,912	165.1%
5577	ECONOMIC DEVELOPMENT		\$ 16,225	\$ 18,000	\$ 15,000	-16.7%
TOTAL OPERATING EXPENSE			\$ 157,292	\$ 197,595	\$ 306,122	54.9%

Table 14: COMMUNITY DEVELOPMENT Continued
Department: 11 – 411 / General Fund

(11) GENERAL FUND - COMM. DEVEL. CAPITAL OUTLAY					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5601	CAPITAL OUTLAY/MAP SCANNER	\$ -	\$ 11,000	\$ 10,000	-9.1%
5668	CAPITAL OUTLAY/PORTABLE STORAGE UNIT FOR AC	\$ -	\$ 1,500	\$ -	-100.0%
5662	CAPITAL OUTLAY/TRUCK WITH CAGE	\$ 31,998	\$ 28,000	\$ -	-100.0%
TOTAL CAPITAL OUTLAY		\$ 31,998	\$ 40,500	\$ 10,000	-75.3%
TOTAL EXPENSES		\$ 507,906	\$ 619,904	\$ 758,512	22.4%
ACCOUNTS PAYABLE		\$ -	\$ -	\$ -	0.0%
TOTAL COMMUNITY DEV. EXP.		\$ 507,906	\$ 619,904	\$ 758,512	22.4%

VEHICLE MAINTENANCE

Department: 11 – 412 / General Fund

MISSION

To maintain the vehicles and equipment of all the departments.

DESCRIPTION

The vehicles are frequently serviced and kept safe and dependable for village employees. The police units need to be kept on the road, so they are serviced frequently and kept in good running order so that the Village can be served and protected better.

GOALS AND OBJECTIVES

To economically and efficiently maintain the equipment needed by all departments so that they have the tools necessary to perform their services.

Table 15 presents the fiscal year 2004-2005 operating budget for the Vehicle Maintenance Department.

Table 15: VEHICLE MAINTENANCE
Department: 11 – 412 / General Fund

412						
(11) GENERAL FUND - VEHICLE MAINT PERSONAL SERVICE						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5446	GARCIA, JOE SUPERVISOR	\$ 32,055	\$ 34,620	\$ 23,326	-32.6%	
5448	TRUJILLO, ELISEO MECHANIC ASSIST.	\$ 21,868	\$ 23,618	\$ 25,024	6.0%	
		\$ 53,923	\$ 58,238	\$ 48,351	-17.0%	
5440	F.I.C.A EXPENSE	\$ 4,055	\$ 4,455	\$ 3,699	-17.0%	
5441	P.E.R.A EXPENSE	\$ 10,252	\$ 11,073	\$ 9,193	-17.0%	
5442	MEDICAL INS. EXPENSE	\$ 13,487	\$ 17,078	\$ 18,251	6.9%	
5443	UNEMPLOYMENT TAX EXPENSE	\$ 64	\$ 175	\$ 145	-17.0%	
5444	WORKMENS'S COMP. INS. EXPENSE	\$ 887	\$ 3,400	\$ 2,316	-31.9%	
		\$ 28,745	\$ 36,181	\$ 33,603	-7.1%	
TOTAL PERSONAL SERVICES		\$ 82,668	\$ 94,420	\$ 81,954	-13.2%	
(11) GENERAL FUND - VEHICLE MAINT OPERATING SERVICES						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5510	OFFICE SUPPLIES	\$ 551	\$ 700	\$ 700	0.0%	
5511	DATA PROCESSING	\$ 2,150	\$ 2,500	\$ 3,238	29.5%	
5512	BOOKS & MANUALS	\$ 326	\$ 500	\$ 500	0.0%	
5513	GAS & OIL FOR VEHICLES	\$ 1,954	\$ 2,200	\$ 3,200	45.5%	
5514	TRAINING & SEMINARS	\$ 997	\$ 2,200	\$ 2,440	10.9%	
5519	UTILITIES	\$ 6,427	\$ 7,000	\$ 7,000	0.0%	
5521	TELEPHONE EXPENSES	\$ 904	\$ 1,300	\$ 1,300	0.0%	
5523	INSURANCE & BONDS	\$ 4,571	\$ 4,700	\$ 5,400	14.9%	
5524	PUBLICATIONS & ADVERTISING	\$ -	\$ 200	\$ 200	0.0%	
5525	BUILDING & GROUNDS MAINT.	\$ 5,124	\$ 4,000	\$ 4,000	0.0%	
5527	ROAD EQUIPMENT REPAIRS	\$ 4,101	\$ 5,000	\$ 5,000	0.0%	
5528	JANITORIAL SUPPLIES	\$ 1,201	\$ 1,750	\$ 3,000	71.4%	
5530	UNIFORM ALLOWANCE	\$ 512	\$ 1,000	\$ 1,000	0.0%	
5531	TRAVEL EXPENSES	\$ -	\$ 1,000	\$ 1,000	0.0%	
5534	TOOLS & EQUIPMENT	\$ 7,927	\$ 7,210	\$ 7,210	0.0%	
5536	SAFETY EQUIPMENT	\$ 302	\$ 1,000	\$ 1,000	0.0%	
5537	CHEMICALS (CAR WASH DETERGENT)	\$ 3,264	\$ 3,100	\$ 3,600	16.1%	
5538	IDENTIFICATION	\$ -	\$ -	\$ -	0.0%	
TOTAL OPERATING EXPENSE		\$ 40,311	\$ 45,360	\$ 49,788	9.8%	
(11) GENERAL FUND - VEHICLE MAINT CAPITAL OUTLAY						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5631	CAPITAL OUTLAY/TANKS (Diesel and Gas)	\$ 3,310	\$ 3,660	\$ 80,000	2085.8%	
TOTAL CAPITAL OUTLAY		\$ 3,310	\$ 3,660	\$ 80,000	0.0%	
TOTAL EXPENSES		\$ 126,289	\$ 143,440	\$ 211,742	47.6%	
ACCOUNTS PAYABLE		\$ -	\$ -	\$ -	0.0%	
TOTAL VEHICLE MAINT. EXPENDITURES		\$ 126,289	\$ 143,440	\$ 211,742	47.6%	

COMMUNITY SERVICES

Department: 11 – 414, 416 & 417 / General Fund

MISSION

To promote and implement programming in the Village of Los Lunas and Valencia County that will impact the needs of citizens in the realm of health and social issues.

DESCRIPTION

The Community Services Department administers both federal and State grants designed to meet the health and social needs of the citizens of the Village of Los Lunas.

- The DWI project is an ongoing program supported through distribution funding from Local Government Division. This program addresses the impact of DWI in Valencia County, in such a way as to decrease the high cost of death, injury and financial loss in our communities. Components include Coordination, Prevention, Screening and Assessment, and Treatment.
- Local Law Enforcement Block grants provide needed funds for capital outlay to Los Lunas Police Department.
- A Juvenile Justice Citation program is being implemented for the first time this year.
- Many grants are procured through this department on an as available and as needed basis. Issues of focus include, but are not limited to; drug and alcohol prevention and intervention efforts, public transportation, senior citizen programs, youth programs and historic preservation.

Three full time staff, and many local sub-contractors currently support the Community Services Department. Additional staff support a public transportation system within this department. However, these funds are budgeted separately.

GOALS AND OBJECTIVES

- Reduce the incidence of DWI in the Village and County by implementing programs that address the Drug and Alcohol issue.
- Create and maintain community involvement through advisory committees guiding grants administered by the Community Development Department.
- Modify existing programs to meet the needs of the citizens of the Village of Los Lunas through process and outcome evaluation.
- To provide resources and information to the Village of Los Lunas to ensure social issues affecting the Village can be dealt with quickly and efficiently.

Tables 16 & 17 present the fiscal year 2004-2005 operating budget for Community Services.

Table 16: COMMUNITY SERVICES
Department: 11 – 416 / General Fund

416					
(11) GENERAL FUND - COMMUNITY SERVICES - D.W.I. GRANT FUNDS-OPERATING SERVICE					
SUB ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5567 O.T. REIMB/SATURATION PATROLS	\$ 560	\$ 4,594	\$ 1,600	-65.2%	
5572 COMMODITIES	\$ 2,555	\$ 10,500	\$ 14,840	41.3%	
5660 CDWI EQUIPMENT	\$ 16,664	\$ -	\$ 715	100.0%	
TOTAL OPERATING EXPENSE	\$ 19,779	\$ 15,094	\$ 17,155	13.7%	
(11) GENERAL FUND - COMMUNITY SERVICES-CAPITAL OUTLAY					
SUB ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5660 CAPITAL OUTLAY/EQUIPMENT			\$ -	0.0%	
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	0.0%	
TOTAL EXPENSES	\$ 19,779	\$ 15,094	\$ 17,155	13.7%	
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -	0.0%	
TOTAL COMM. SERV. EXPENDITURES	\$ 19,779	\$ 15,094	\$ 17,155	13.7%	

Table 17: COMMUNITY SERVICES Continued
Department: 11 – 417 / General Fund

417

(11) GENERAL FUND - COMMUNITY SERVICES						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5408	OTERO, FRANK DIRECTOR	\$ 21,500	\$ 45,150	\$ 42,500	-5.9%	
5433	(VACANT) SECRETARY	\$ 2,485	\$ 12,792	\$ 13,566	6.0%	
5465	RODRIGUEZ, LINDA L. DWI PROGRAM ASSIST.	\$ 23,678	\$ 27,618	\$ 29,264	6.0%	
		\$ 47,663	\$ 85,560	\$ 85,330	-0.3%	
5440	F.I.C.A EXPENSE	\$ 7,255	\$ 6,545	\$ 6,528	-0.3%	
5441	P.E.R.A EXPENSE	\$ 17,390	\$ 16,267	\$ 16,223	-0.3%	
5442	MEDICAL INS. EXPENSE	\$ 18,897	\$ 25,618	\$ 27,376	6.9%	
5443	UNEMPLOYMENT TAX EXPENSE	\$ 104	\$ 257	\$ 256	-0.3%	
5444	WORKMENS'S COMP. INS. EXPENSE	\$ 30	\$ 450	\$ 369	-18.2%	
		\$ 43,676	\$ 49,137	\$ 50,752	3.3%	
TOTAL PERSONAL SERVICES		\$ 91,339	\$ 134,697	\$ 136,082	1.0%	
(11) GENERAL FUND - COMMUNITY SERVICES-OPERATING SERVICES						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5505	OPERATING	\$ 28,634	\$ 22,959	\$ 20,246	-11.8%	
5506	SUPPLIES & MATERIALS	\$ 6,822	\$ 7,700	\$ 3,900	-49.4%	
5531	TRAVEL	\$ 2,372	\$ 2,000	\$ 2,750	37.5%	
5564	CONTRACTUAL SERVICES	\$ 65,902	\$ 133,525	\$ 85,617	-35.9%	
5596	CONTRACTUAL SERVICES (UAD)	\$ 13,631			0.0%	
5597	OPERATING (UAD)	\$ 2,309			0.0%	
TOTAL OPERATING EXPENSE		\$ 119,670	\$ 166,184	\$ 112,513	-32.3%	
(11) GENERAL FUND - COMMUNITY SERVICES-CAPITAL OUTLAY						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
CAPITAL OUTLAY/COMPUTER EQUIPMENT			\$ 2,000	\$ 3,600	80.0%	
TOTAL CAPITAL OUTLAY		\$ -	\$ 2,000	\$ 3,600	100.0%	
TOTAL EXPENSES		\$ 211,009	\$ 302,881	\$ 252,195	-16.7%	
ACCOUNTS PAYABLE		\$ -	\$ -	\$ -	0.0%	
TOTAL COMM. SERV. EXPENDITURES		\$ 211,009	\$ 302,881	\$ 252,195	-16.7%	

**TOTAL GENERAL
FUND EXPENDITURES**

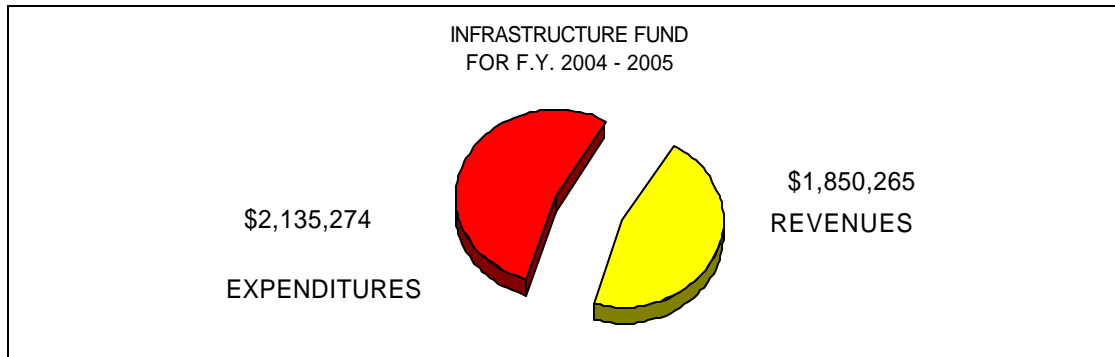
Table 18 presents the total General Fund expenditures
For Fiscal Year 2004-2005.

**Table 18: TOTAL GENERAL FUND EXPENDITURES
ALL DEPARTMENTS**

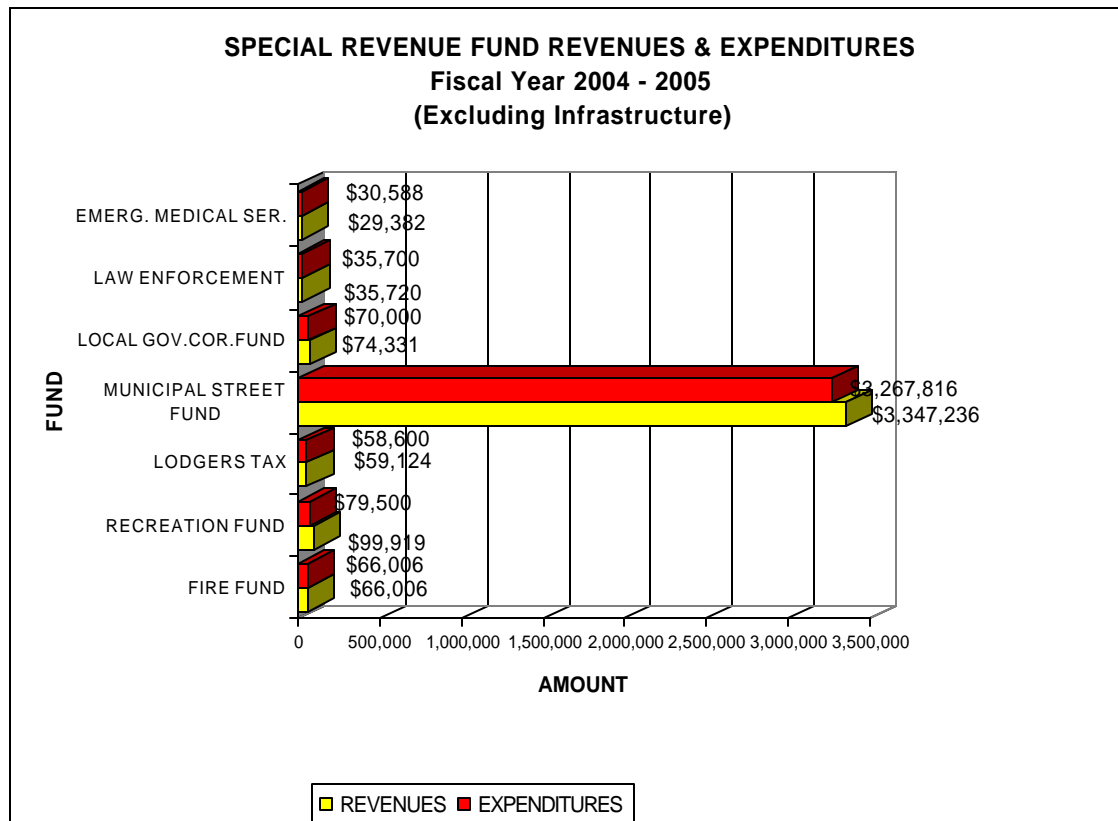
TOTAL GENERAL FUND EXPENDITURES	\$ 5,983,134	\$ 10,161,656	\$ 10,749,430	5.8%
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SPECIAL REVENUE FUNDS

Chart 6: INFRASTRUCTURE FUND



Graph 5: SPECIAL REVENUE FUND REVENUES & EXPENDITURES



STATE FIRE

Fire Fund

MISSION

To provide fire protection and life safety for the Village of Los Lunas.

DESCRIPTION

The Los Lunas Fire Department is responsible for the preservation of human life due to fire or rescue services as needed. To make public aware of fire safety of all types and make available all fire prevention information. State fire money is generated through home owners insurance and the State of New Mexico.

GOALS AND OBJECTIVES

- To provide the highest quality to fight fires, save lives and property.
- To provide better training of personnel.
- Up-grade our responding fire units.
- Provide more Public awareness of fire prevention.
- Continue to work to reduce Fire Insurance Rate (ISO) which will result in lower insurance rates for our citizens.

Table 19 presents FY 2004-2005 operating budget for the Fire Fund.

Table 19: FIRE FUND

(21) FIRE FUND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
305-4006	STATE ALLOTMENT	\$ 38,324	\$ 65,366	\$ 65,856	0.7%
306-4060	INTEREST REVENUES	\$ 526	\$ 150	\$ 150	0.0%
FIRE FUND REVENUES		\$ 38,850	\$ 65,516	\$ 66,006	0.7%
(21)					
(21) Fire Fund EXP. BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5523	INSURANCE & BONDS	\$ 26,754	\$ 5,585	\$ 6,075	8.8%
5661	LEASE INTEREST	\$ 4,066			0.0%
5675	FIRE TRUCK PRINCIPAL-INTR. DUE	\$ 31,332	\$ 59,931	\$ 59,931	0.0%
FIRE FUND EXPENDITURES		\$ 62,152	\$ 65,516	\$ 66,006	0.7%

RECREATION FUND

Recreation Fund

MISSION

To provide recreation and entertainment to the citizens of Los Lunas and Valencia County and surrounding areas.

DESCRIPTION

This Department plans the annual holiday festivities for Christmas, the 4th of July, and the St. Patrick's Day Balloon Rally. Softball and basketball leagues are also planned throughout the year. Park improvements are also funded from this fund.

GOALS AND OBJECTIVES

- To continue to expand and improve on the holiday festivities every year.
- To continually expand and improve the Village parks system by ensuring that all equipment is in working order, replacing obsolete equipment.
- To continue to provide quality programs for both our youth and adults.

Table 20 presents the FY 2004-2005 operating budget for the Recreation Fund.

Table 20: RECREATION FUND

(22) RECREATION FUND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
307-4161	VENDING MACHINE REVENUES	\$ -	\$ 525	\$ 2,154	310.3%
353-4010	GROSS RECEIPT TAXES	\$ 2,156	\$ 3,000	\$ 2,000	-33.3%
306-4060	EARNED INTEREST	\$ 1,571	\$ 350	\$ 300	-14.3%
307-4130	LEAGUE FEE REVENUES	\$ 19,022	\$ 24,831	\$ 24,831	0.0%
307-4132	SPECIAL ACTIVITIES REVENUES	\$ 15,948	\$ 45,987	\$ 48,286	5.0%
340-4133	CIGARETTE TAX 1%	\$ 6,592	\$ 12,348	\$ 12,348	0.0%
307-4160	BMX PARK REVENUES		\$ 20,000	\$ 10,000	-50.0%
307	RECREATION FUND REVENUES	\$ 45,288	\$ 107,041	\$ 99,919	-6.7%
(22) RECREATION FUND EXP. BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5500	GROSS RECEIPT TAXES	\$ 2,561	\$ 3,000	\$ 3,000	0.0%
5510	REC. SUPPLIES/AFTER SCHOOL PRGM.	\$ 1,748	\$ 1,500	\$ 1,500	0.0%
5548	SPECIAL EVENTS	\$ 29,571	\$ 18,000	\$ 40,000	122.2%
5553	UMPIRES, REFEREES & YOUTH EVENTS	\$ 29,584	\$ 26,000	\$ 29,000	11.5%
5564	SOFTBALL/SPECIAL EVENTS CONTRACTS	\$ 22,462	\$ 22,000	\$ -	-100.0%
5599	BMX OPERATING	\$ 5,580	\$ 12,000	\$ 6,000	-50.0%
5671	PARK IMPROVEMENTS/RECREATION EQUIPMENT	\$ -	\$ -	\$ -	0.0%
RECREATION FUND EXPENDITURES		\$ 91,506	\$ 82,500	\$ 79,500	-3.6%

LODGERS TAX FUND

Lodgers Tax Fund

MISSION

To utilize lodgers tax revenues collected from area lodging facilities for the purpose of advertising, publicizing and promoting tourist related attractions and events within the Village.

DESCRIPTION

The Village has created the Lodgers Tax Advisory Board to advise the governing body on ways to spend lodgers tax funds for advertising, publicizing and promoting tourist related attractions and events within the Village.

GOALS AND OBJECTIVES

- Bring in visitors to the Village of Los Lunas through advertising by updating our existing brochure.
- Expand the market in promoting the Village with limited funding by creating a pamphlet that can be widely distributed.
- Purchase advertising space utilizing billboards that will be strategically placed along Interstate 25 and Interstate 40.

Table 21 presents the FY 2004-2005 operating budget for the Lodgers Tax Fund.

Table 21: LODGERS TAX FUND

(16) LODGERS TAX FUND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
306-4060	INTEREST REVENUES		\$ 500	\$ 500	0.0%
310-4131	LODGERS TAX REVENUE	\$ 28,627	\$ 52,411	\$ 58,624	11.9%
LODGERS TAX FUND REVENUES		\$ 28,627	\$ 52,911	\$ 59,124	11.7%
LODGERS TAX EXPENDITURE BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5584	PROMOTIONAL EXPENSES	\$ 54,025	\$ 41,000	\$ 46,600	13.7%
5585	NON-PROMOTIONAL	\$ 6,330	\$ 12,000	\$ 12,000	0.0%
401	PROMOTIONAL	\$ 60,355	\$ 53,000	\$ 58,600	10.6%
LODGERS TAX EXPENDITURES		\$ 60,355	\$ 53,000	\$ 58,600	24.2%

INFRASTRUCTURE FUND

Infrastructure Fund

MISSION

To continue to upgrade services to our citizens by continually improving Village streets, utilities and property acquisition.

DESCRIPTION

The Infrastructure Fund is funded primarily from Village imposed gross receipts taxes. The Village has imposed a 1/4% Special Municipal Gross Receipts Tax and 1/4% Municipal Infrastructure Gross Receipts Tax and dedicated them to this fund. [Note: 1/8 was added by special election during fiscal year 2001. It became effective on 1/1/2002.] The Village Council approved the change in the dedication of 1/16th of 1 percent to provide for property acquisition. State Highway Cooperative funding is also utilized in this fund.

GOALS AND OBJECTIVES

To continue to increase funding to repair and repave streets, repair and replace water and sewer lines, utility plant repair, acquisition of utility meters, and, property acquisition.

Table 22 presents the FY 2004-2005 operating budget for the Infrastructure Fund.

Table 22: INFRASTRUCTURE FUND

(25) INFRASTRUCTURE FUND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
305-4140	HWY CO-OP	\$ -	\$ 91,000	\$ 208,000	128.6%
306-4060	INTEREST REVENUES	\$ 40,175	\$ 2,000	\$ 102,000	5000.0%
320-4143	1/4% SPEC GROSS RCPTS TAX	\$ 363,982	\$ 529,972	\$ 803,358	51.6%
320-4144	1/8%MUNICIPAL SPEC GRT TAX & NEW 1/8% GRT	\$ 166,343	\$ 519,928	\$ 696,907	34.0%
347-4146	NORTH INTERCEPTER PRIVATE INVESTMENT			\$ 40,000	100.0%
324-4145	LOS CERRITOS SIGNAL STATE/PRIVATE		\$ 148,000	\$ -	-100.0%
INFRASTRUCTURE FUND REVENUES		\$ 570,501	\$ 1,835,267	\$ 1,850,265	0.8%
(25) INFRASTRUCTURE FUND EXP. BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5654	HIWAY CO-OP	\$ 156,633	\$ 120,000	\$ 277,334	131.1%
5641	TRANSPORTATION STUDY	\$ 462,782	\$ 200,000	\$ 200,000	0.0%
5665	MAPP N. LOS LENTES & PHASE V	\$ 402,673	\$ 1,117,737	\$ -	-100.0%
406	STREET DEPARTMENT	\$ 1,109,754	\$ 1,971,473	\$ 477,334	-75.8%
5655	LUNA HILLS SEWER	\$ -	\$ 250,000	\$ 630,000	152.0%
5652	WATER/LIFT STATION 4 REPLACEMENT			\$ 250,000	100.0%
5633	CAPITAL OUTLAY/METERS	\$ 25,000	\$ 25,000	\$ 25,000	0.0%
5693	DON PASQUAL N INTERCEPTER	\$ 53,606	\$ 100,000	\$ 600,000	500.0%
422	WATER DEPARTMENT	\$ 78,606	\$ 375,000	\$ 1,505,000	301.3%
5681	LIBRARY ADDITION	\$ 214,068	\$ 200,000	\$ -	-100.0%
5681	PROPERTY ACQUISITION	\$ 81,682	\$ -	\$ 152,940	100.0%
401	ADMINISTRATION DEPARTMENT	\$ 214,068	\$ 200,000	\$ 152,940	-23.5%
INFRASTRUCTURE FUND EXPENDITURES		\$ 1,402,428	\$ 2,546,473	\$ 2,135,274	-16.1%

CORRECTION FEES

Local Government Correction Fund

MISSION

Corrections fees are intended to off-set correction and detention costs per New Mexico Statutory requirements.

DESCRIPTION

A \$10.00 Correction fee is assessed for each criminal offense filed in Municipal Court. Correction fee revenues off-set the necessity for General Fund totally supporting the cost for care and housing of adults and juveniles.

GOALS AND OBJECTIVES

Corrections fees will continue to off-set total detention service costs.

Table 23 presents the FY 2004-2005 operating budget for the Local Government Correction Fund.

Table 23: CORRECTION FEES

(26) LOCAL GOV CORRECTION FUND								
ACCOUNT NAME		ACTUAL 2002/2003		BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE		
306-4060	INTEREST REVENUES	\$	251	\$	250	\$	500	100.0%
360-4150	CORRECTION FEES	\$	26,480	\$	90,465	\$	73,831	-18.4%
LOCAL GOV. CORRECTION FUND		\$	26,731	\$	90,715	\$	74,331	-18.1%
(26) LOCAL GOV. CORRECTION FUND EXP. BUDGET								
SUB ACCOUNT NAME		ACTUAL 2002/2003		BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE		
5575	PRISONER MED/DETENTION CHG	\$	46,025	\$	80,000	\$	70,000	-12.5%
402	JUDICIAL	\$	46,025	\$	80,000	\$	70,000	-12.5%
LOCAL GOV. CORRECTION EXPENDITURES		\$	46,025	\$	80,000	\$70,000		-12.5%

LAW ENFORCEMENT PROTECTION FUND

Law Enforcement Protection Fund

MISSION

The New Mexico Enforcement Protection Fund (LEPF) is a legislative established fund that accumulates fees generated from insurance corporations in New Mexico and annually distributes the funds to New Mexico law enforcement agencies annually to assist in police equipment/training cost.

DESCRIPTION

LEPF funds as distributed under a formula for jurisdictional population and number of certified police officers in the law enforcement agency serving that jurisdiction.

GOALS AND OBJECTIVES

To utilize LEPF funds to the best advantage of the Village and Los Lunas Police Department.

Table 24 presents the FY 2004-2005 operating budget for the Law Enforcement Protection Fund/Correction Fees.

Table 24: LAW ENFORCEMENT PROTECTION

(27) LAW ENFORCEMENT PROTECTION FUND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
305-4006	STATE ALLOTMENT	\$ 24,200	\$ 35,600	\$ 35,600	0.0%
306-4060	INTEREST REVENUES	\$ 377	\$ 100	\$ 120	20.0%
LAW ENFORCEMENT PROTECTION FUND REV.		\$ 24,577	\$ 35,700	\$ 35,720	0.1%
(27) LAW ENFORCEMENT PROTECTION FUND EXP. BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5659	CAPITAL OUTLAY/COMPUTERS/CAMERAS FOR CAR UNITS		\$ 17,062	\$ 7,800	-54.3%
5547	LEASE PURCHASES	\$ 15,189	\$ 18,638	\$ 27,900	49.7%
5661	INEREST EXPENSE	\$ 1,815			0.0%
5650	CAPITAL OUTLAY	\$ 16,600			0.0%
404	POLICE DEPARTMENT	\$ 33,604	\$ 35,700	\$ 35,700	0.0%
LAW ENFORCEMENT PROTECTION EXP.		\$ 33,604	\$ 35,700	\$ 35,700	0.0%

EMERGENCY MEDICAL SERVICE

EMS Fund

MISSION

The professional staff of the Los Lunas Emergency Medical Services (EMS) is committed to delivering patient responsive emergency and non-emergency pre-hospital care to the citizens of Los Lunas and the surrounding communities through provision of a medically sophisticated advanced life support system. The principles determining the success of our mission include compassion, technical excellence combined operational and fiscal efficiency.

DESCRIPTION

Los Lunas Emergency Medical Services is certified to respond to calls in Valencia County.

GOALS AND OBJECTIVES

- To provide the highest quality of patient care and customer service.
- Preserve the rights and dignity of all patients.
- Be role models as health care professionals to those with whom we interact.
- Properly maintain all equipment to assure reliability, performance and extended life expectancy.

Table 25 presents the FY 2004-2005 operating budget for the EMS Fund.

Table 25: EMERGENCY MEDICAL SERVICE

(39) EMERGENCY MEDICAL SERV FUND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
305-4006	STATE ALLOTMENT	\$ 8,287	\$ 10,209	\$ 10,116	-0.9%
306-4060	INTEREST REVENUES	\$ 168	\$ 129	\$ 100	-22.5%
305-4002	LIVING CROSSSS REVENUES		\$ 20,000	\$ 19,091	-4.5%
4060	INTEREST REVENUES	\$ 168	\$ 250	\$ 75	-70.0%
EMERGENCY MEDICAL SERV FUND REV.		\$ 8,624	\$ 30,588	\$ 29,382	-3.9%
(39) EMERGENCY MEDICAL SERV. FUND EXP. BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5505	EQUIP/OPERATING EXPENSE	\$ 8,778	\$ 10,338	\$ 10,338	0.0%
5507	LIVING CROSS EXPENSE		\$ 20,250	\$ 20,250	
405	FIRE DEPARTMENT	\$ 8,778	\$ 30,588	\$ 30,588	0.0%
EMERGENCY MEDICAL SERV. FUND		\$ 8,778	\$ 30,588	\$ 30,588	0.0%

MUNICIPAL STREET IMPROVEMENT FUND

Municipal Street Improvement Fund

MISSION

Gasoline tax revenues are intended for construction, reconstruction, resurfacing or other improvement or maintenance of public roads and streets, including right-of-way materials acquisition. In addition, these revenues can be designated for projects subject to cooperative agreements entered into with the state highway and transportation department.

DESCRIPTION

The Municipal Street Improvement fund is funded solely by revenues generated from gasoline taxes.

GOALS AND OBJECTIVES

- To provide high quality street and road improvements throughout the municipality in the most cost effective and efficient manner possible.

Table 26 presents the FY 2004-2005 operating budget for the Municipal Street Improvement Fund.

Table 26: MUNICIPAL STREET IMPROVEMENT

(17) MUNICIPAL STREET IMPROVEMENT FUND					
ACCOUNT NAME		ACTUAL	BUDGET	PROPOSED	%CHANGE
		2002/2003	2003/2004	2004/2005	
306-4060	MUNICIPAL STREET FUND INTEREST		\$ 300	\$ 500	66.7%
340-4013	GAS TAX 1 CENT		\$ 121,827	\$ 121,827	0.0%
340-4013	GASOLINE		\$ 193,510	\$ 206,043	6.5%
356-4008	NMED LOAN		\$ 3,018,866	\$ 3,018,866	0.0%
GASOLINE TAX FUND REVENUES		\$ -	\$ 3,334,503	\$ 3,347,236	0.4%
GASOLINE TAX EXPENDITURE BUDGET					
SUB ACCOUNT NAME		ACTUAL	BUDGET	PROPOSED	%CHANGE
		2002/2003	2003/2004	2004/2005	
5547	LEASE PURCHASE SWEEPERS AND TRUCKS	\$ 69,643	\$ 92,810	\$ 66,950	-27.9%
5556	HWY RIGHT-OF-WAY	\$ 70,143	\$ 100,000	\$ 100,000	0.0%
5561	INTEREST EXPENSE	\$ 12,197			0.0%
5619	UTILITIES	\$ 119,699	\$ 80,000	\$ 82,000	2.5%
5615	CAPITAL/LIFT TRUCK		\$ 73,000	\$ -	-100.0%
5635	CAPITAL/LUNA HILLS		\$ 3,018,866	\$ 3,018,866	0.0%
STREET IMPROVEMENT EXPENDITURES		\$ 271,682	\$ 3,364,676	\$ 3,267,816	-2.9%

Table 27: 2003 BOND INVESTMENT FUND

(33) GRT INVESTMENT FUND 2003 BOND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
4060	INTEREST REVENUES		\$ 125,000	\$ -	-100.0%
306	EARNED INTEREST	\$ -	\$ 125,000	\$ -	-100.0%
GRT INVESTMENT FUND 2003 BOND REVENUES		\$ -	\$ 125,000	\$ -	-100.0%
(33) GRT INVESTMENT FUND 2003 BOND					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5010	BONDS DUE THIS FISCAL YEAR		\$ -	\$ -	0.0%
5020	BOND COUPONS/INTEREST DUE		\$ 202,074	\$ 202,074	0.0%
5030	BOND/AGENT FEES				0.0%
400	DEBT SERVICE	\$ -	\$ 202,074	\$ 202,074	0.0%
GRT INVESTMENT FUND 2003 BOND		\$ -	\$ 202,074	\$ 202,074	0.0%

SUMMARY UTILITY (ENTERPRISE) FUNDS

SUMMARY

The following charts summarize the Enterprise funds. Revenues are generated from three services; 1) Solid Waste, 2) Water, and 3) Sewer. Expenditures are the result of three operations; 1) Treatment Plant, 2) Solid Waste, and 3) Water/Sewer.

REVENUES

Chart 7 reflects the revenues generated from the three services provided to the residents of the Village of Los Lunas.

EXPENDITURES

Chart 8 reflects the expenditures for the three operations performed by the Village of Los Lunas. Graph 6 presents the expenditures for the Water/Sewer fund for fiscal year 2004/2005. Graph 7 presents the expenditures for the Solid Waste fund for FY 2004-2005.

Chart 7: UTILITY ENTERPRISE FUND REVENUES

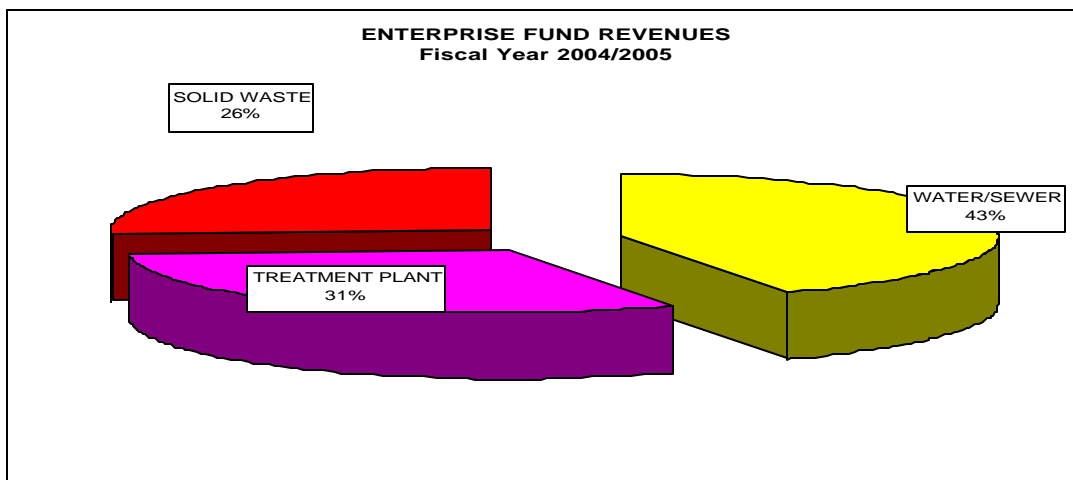
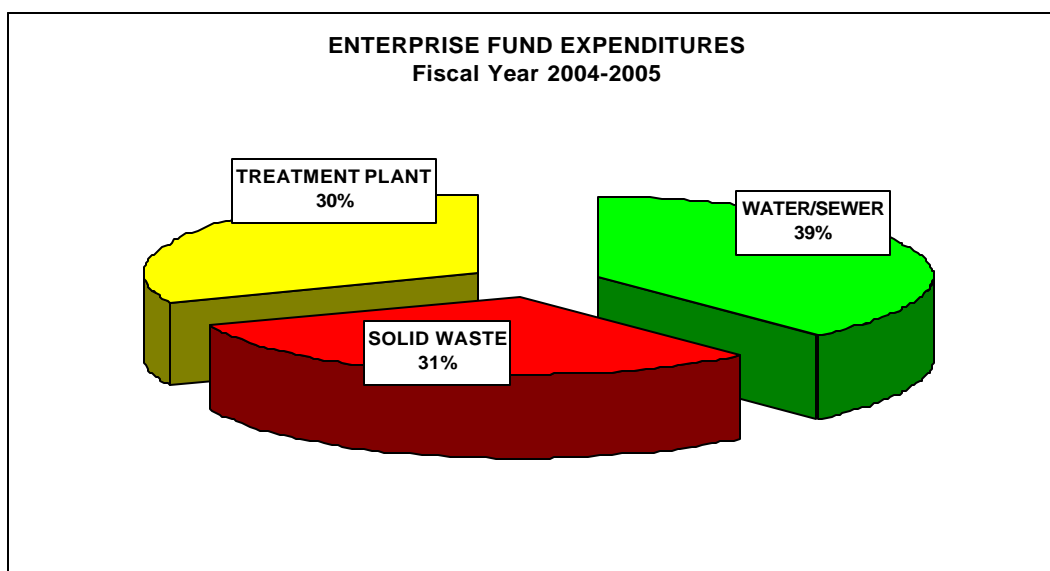
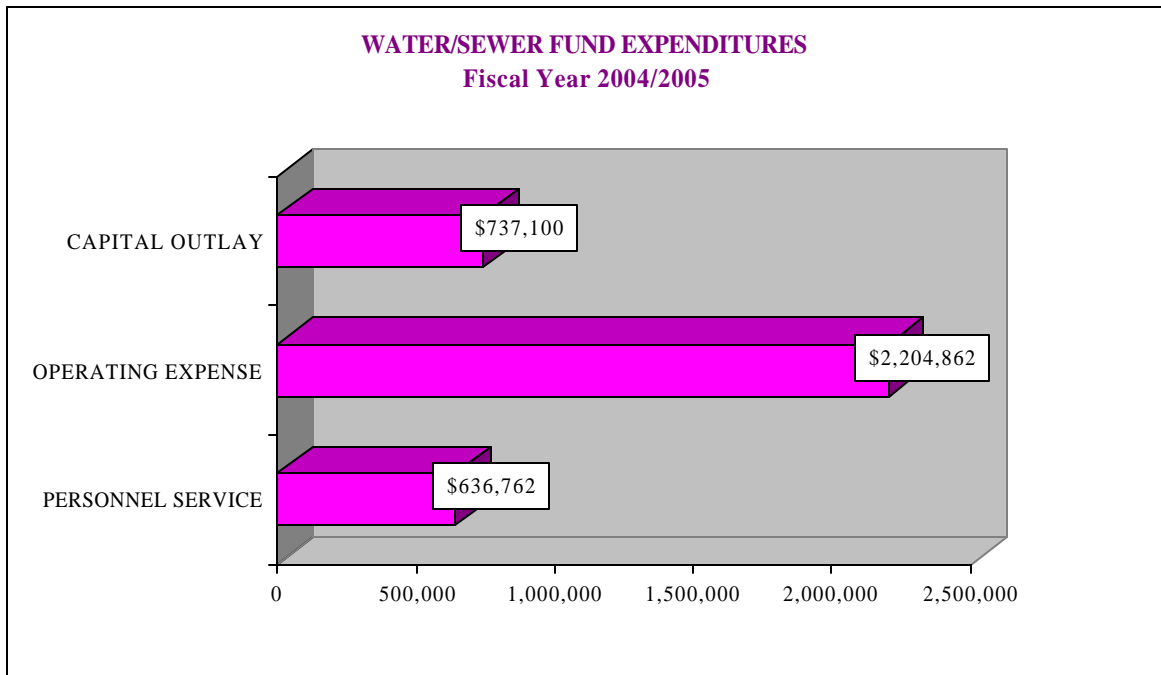


Chart 8: UTILITY ENTERPRISE FUND EXPENDITURES



Graph 6: WATER/SEWER FUND EXPENDITURES



Graph 7: SOLID WASTE FUND EXPENDITURES

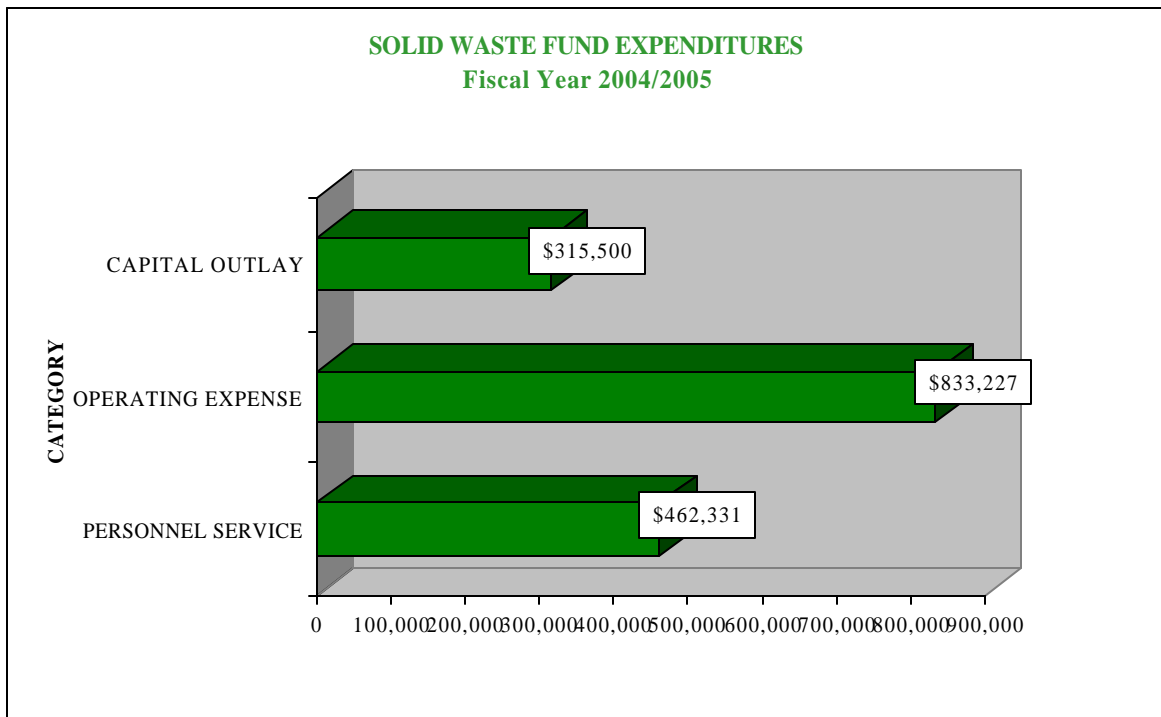


Table 28: WATER/SEWER FUND REVENUES

(41) WATER/SEWER FUND					
ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
4060 INTEREST REVENUES	\$ 88,082	\$ 50,376	\$ 28,000	-44.4%	
4062 METER DEPOSIT INTEREST	\$ 1,514	\$ 1,395	\$ 1,000	-28.3%	
306 EARNED INTEREST	\$ 89,596	\$ 51,771	\$ 29,000	-44.0%	
4010 SALES	\$ 586,751	\$ 1,130,390	\$ 1,219,535	7.9%	
4020 CONECTION FEES	\$ 31,325	\$ 18,191	\$ 18,207	0.1%	
4030 PENALTIES	\$ 11,959	\$ 29,177	\$ 24,125	-17.3%	
4080 WATER PLANT/WASTE WATER EXPA	\$ 176,878	\$ 189,641	\$ 166,631	-12.1%	
351 SEWER SALES & SERVICE	\$ 806,913	\$ 1,367,399	\$ 1,428,498	4.5%	
4010 SALES	\$ 877,041	\$ 1,601,388	\$ 1,709,820	6.8%	
4020 CONECTION FEES	\$ 89,697	\$ 53,892	\$ 46,250	-14.2%	
4025 WATER RIGHTS INCOME	\$ 6,269	\$ 55,000	\$ 24,000	-56.4%	
4030 PENALTIES	\$ 18,908	\$ 40,248	\$ 32,900	-18.3%	
4050 NSF CK CHG/OTHER MISC	\$ 1,828	\$ 3,750	\$ 950	-74.7%	
4080 WATER PLANT/WASTE WATER EXPA	\$ 215,049	\$ 190,233	\$ 158,415	-16.7%	
4156 WATER DISPENSER REVENUE			\$ 1,360	100.0%	
352 WATER SALES & SERVICE	\$ 1,208,792	\$ 1,944,511	\$ 1,973,695	1.5%	
356-4008 NMED LOAN		\$ 1,750,000	\$ -	-100.0%	
359-4008 LEGISLATIVE APPROPRIATION - VALLEJOS		\$ -	\$ -	0.0%	
349 STATE WATER FEES		\$ -	\$ -	0.0%	
353-4010 GROSS RECEIPTS BILLED	\$ 78,632	\$ 130,813	\$ 144,687	10.6%	
365-4100 NMFA LOAN REVENUES		\$ 2,526,861	\$ -	100.0%	
WATER/SEWER FUND REV. TOTALS	\$ 2,183,933	\$ 7,771,355	\$ 3,575,880	-54.0%	

Table 29: SOLID WASTE FUND REVENUES

(43) SOLID WASTE FUND					
ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
4060 INTEREST REVENUES	\$ 16,999	\$ 16,999	\$ 12,159	-28.5%	
4062 METER DEPOSIT INTEREST	\$ 1,387	\$ 1,387	\$ 916	-34.0%	
306 EARNED INTEREST	\$ 18,386	\$ 18,386	\$ 13,075	-28.9%	
4010 SALES	\$ 720,568	\$ 949,794	\$ 1,000,768	5.4%	
4020 MRTS INCOME (Transfer Station)	\$ -	\$ -	\$ -	0.0%	
4030 PENALTIES	\$ 13,445	\$ 20,991	\$ 13,667	-34.9%	
4040 BIN FEES	\$ 2,830	\$ 2,400	\$ 3,250	35.4%	
4041 1/16% GROSS RECEIPTS TAX	\$ 87,787	\$ 146,226	\$ 174,126	19.1%	
4042 RECYCLING INCOME		\$ 13,029	\$ 9,950	-23.6%	
4050 NSF CK CHG/OTHER MISC	\$ -	\$ -	\$ -	0.0%	
4070 ROLLOFF BIN FRANCHISE FEES	\$ -	\$ 8,173	\$ 7,577	-7.3%	
343 SOLID WASTE SALES & SERVICE	\$ 824,630	\$ 1,140,613	\$ 1,209,338	6.0%	
353 GROSS RECT. 5%	\$ 24,954	\$ 42,036	\$ 43,920	4.5%	
SOLID WASTE FUND REV. TOTALS	\$ 867,970	\$ 1,201,035	\$ 1,266,333	5.4%	

WASTE WATER TREATMENT PLANT

Department: 421 / Utility Fund

MISSION

The Wastewater Department of the Village of Los Lunas is here to provide excellence in quality and service to our customers at a minimal cost while protecting the environment and exceeding all quality standards.

DESCRIPTION

This department provides residential and commercial wastewater utilities to over 6,570 customers in various areas of the Village. Activities of this department include maintenance of the wastewater treatment facility, sludge handling facilities, laboratory analysis, fiscal reports and administration.

GOALS AND OBJECTIVES

- To provide all safety equipment and training to meet OSHA requirement for employees, to maintain an accident free workplace.
- To continue to meet all Environmental Protection Agency and State Environmental Department regulations with respect to plant operations.
- Assure the community that operators will be trained and certified to the highest level possible to enhance their ability to operate the system and improve the efficiency of operations.
- To achieve as many awards as possible for the Wastewater Facility and the Village of Los Lunas.
- Maintain the grease trap inspection program to reduce line maintenance problems and reduce grease problems at the wastewater facility thereby reducing the cost of treatment.

Table 30 presents the FY 2004-2005 operating budget for the Waste Water Treatment Plant.

Table 30: WASTE WATER TREATMENT PLANT
Department: 421 / Utility Fund

(41) WATER/SEWER FUND - TREATMENT PLANT PERSONAL SERVICE						
			ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME			2002/2003	2003/2004	2004/2005	
5446	MOYA, ADRIAN	SUPERVISOR	\$ 32,345	\$ 35,102	\$ 37,217	6.0%
5409	BEHREND, BETTY A.	COMPLIANCE OFFICER	\$ 46,049	\$ 49,735	\$ 52,719	6.0%
5469	GARCIA, GERALD	FLOATER	\$ 14,626	\$ 14,040	\$ 14,882	6.0%
5463	MORENO, RUBEN	LAB TECH.	\$ 20,092	\$ 19,611	\$ 20,787	6.0%
5469	RODRIQUEZ, THOMAS	WWTP OPERATOR	\$ 14,626	\$ 12,000	\$ 12,802	6.7%
5464	BACA, MANUEL R.	MAINTENANCE	\$ 28,156	\$ 30,944	\$ 32,812	6.0%
5462	ARCHULETA, ALEJANDRI	LABORER	\$ 19,008	\$ 20,529	\$ 21,764	6.0%
5469	SANCHEZ, DAVID	LABORER	\$ 14,626	\$ 16,544	\$ 17,526	5.9%
5499		OVERTIME	\$ 8,139	\$ 8,500	\$ 9,500	11.8%
			\$ 197,666	\$ 207,006	\$ 220,009	6.3%
5440	F.I.C.A EXPENSE		\$ 14,789	\$15,645	\$ 16,563	5.9%
5441	P.E.R.A EXPENSE		\$ 35,050	\$38,882	\$ 41,164	5.9%
5442	MEDICAL INS. EXPENSE		\$ 38,618	\$59,359	\$ 73,002	23.0%
5443	UNEMPLOYMENT TAX EXPENSE		\$ 235	\$614	\$ 650	5.9%
5444	WORKMENS'S COMP. INS. EXPENSE		\$ 6,522	\$10,049	\$ 8,730	-13.1%
			\$ 95,214	\$ 124,548	\$ 140,108	12.5%
TOTAL PERSONAL SERVICES			\$ 292,880	\$ 331,554	\$ 360,117	8.6%
(41) WATER/SEWER FUND - TREATMENT PLANT OPERATING EXPENSE						
			ACTUAL	BUDGET	PROPOSED	%CHANGE
SUB ACCOUNT NAME			2002/2003	2003/2004	2004/2005	
5510	OFFICE SUPPLIES		\$ 1,138	\$ 1,500	\$ 2,000	33.3%
5511	DATA PROCESSING		\$ 1,838	\$ 2,000	\$ 2,000	0.0%
5512	BOOKS & MANUALS		\$ -	\$ 300	\$ 300	0.0%
5513	GAS & OIL FOR VEHICLES		\$ 6,432	\$ 7,000	\$ 7,000	0.0%
5514	TRAINING & SEMINARS		\$ 1,523	\$ 3,000	\$ 3,720	24.0%
5515	PRINTING & COPYING		\$ -	\$ 400	\$ 400	0.0%
5517	PROFESSIONAL SERVICES		\$ 2,346	\$ 15,000	\$ 15,000	0.0%
5518	POSTAGE		\$ 745	\$ 1,300	\$ 1,300	0.0%
5519	UTILITIES		\$ 189,269	\$ 192,000	\$ 192,000	0.0%
5521	TELEPHONE EXPENSES		\$ 2,796	\$ 3,000	\$ 3,000	0.0%
5522	SUBSCRIPTIONS & DUES		\$ 686	\$ 800	\$ 800	0.0%
5523	INSURANCE & BONDS		\$ 19,565	\$ 21,000	\$ 25,000	19.0%
5524	PUBLICATIONS & ADVERTISING		\$ 1,141	\$ 1,100	\$ 1,100	0.0%
5525	BUILDING & GROUNDS MAINT.		\$ 11,813	\$ 14,000	\$ 14,000	0.0%
5527	ROAD EQUIPMENT REPAIRS		\$ 11,472	\$ 12,000	\$ 14,500	20.8%
5528	JANITORIAL SUPPLIES		\$ 2,668	\$ 3,600	\$ 2,600	-27.8%
5529	WWTP GAS/WATER EXP		\$ 3,769	\$ 5,000	\$ 5,000	0.0%
5530	UNIFORM ALLOWANCE		\$ 2,021	\$ 2,500	\$ 2,500	0.0%
5531	TRAVEL EXPENSES		\$ 2,702	\$ 3,000	\$ 3,000	0.0%
5534	TOOLS & EQUIPMENT		\$ 1,759	\$ 3,000	\$ 3,000	0.0%
5536	SAFETY EQUIPMENT		\$ 3,097	\$ 3,000	\$ 3,000	0.0%
5537	CHEMICALS		\$ 21,351	\$ 16,000	\$ 16,000	0.0%
5538	IDENTIFICATION		\$ -	\$ -	\$ -	0.0%
5539	SYSTEMS MAINTANENCE		\$ 34,421	\$ 35,000	\$ 45,000	28.6%
5541	LABORATORY SUPPLIES		\$ 14,304	\$ 12,000	\$ 14,000	16.7%
5547	LEASE PURCHASE		\$ -	\$ 1,253	\$ 12,000	857.7%
5551	BOOKKEEPING CHARGES		\$ 374,298	\$ 393,012	\$ 232,588	-40.8%
5583	LOAN PAYMENT-WWTP PLANT		\$ (2,908)	\$ 221,150	\$ 221,150	0.0%
5561	INTEREST (LOANS)		\$ 60,875	\$ -	\$ -	0.0%
TOTAL OPERATING EXPENSES			\$ 769,121	\$ 972,915	\$ 841,958	-13.5%

Table 30: WASTE WATER TREATMENT PLANT Continued
Department: 421 / Utility Fund

(41) WATER/SEWER FUND - TREATMENT PLANT CAPITAL OUTLAY				
SUB ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5648 CAPITAL OUTLAY/DIGESTER IMPROVEMENTS			\$ 50,000	100.0%
5667 CAPITAL OUTLAY/LAB EQUIPMENT	\$ -	\$ 26,200	\$ 6,100	-76.7%
5620 GREASE TRAP INSPECTION	\$ -	\$ 5,000	\$ 5,000	0.0%
5649 CAPITAL OUTLAY/WWTP EXPANSION	\$ 111,401	\$ 310,000	\$ 310,000	0.0%
TOTAL CAPITAL OUTLAY	\$ 111,401	\$ 341,200	\$ 371,100	8.8%
TOTAL EXPENSES	\$ 1,173,402	\$ 1,645,669	\$ 1,573,175	-4.4%
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -	0.0%
TOTAL TREATMENT PLANT EXP.	\$ 1,173,402	\$ 1,645,669	\$ 1,573,175	-4.4%

WATER/SEWER

Department: 422 / Utility Fund

MISSION

The Water/Sewer Department of the Village of Los Lunas is here to provide excellence in quality and service to our customers at a minimal cost while protecting the environment and exceeding all quality standards.

DESCRIPTION

This department provides residential and commercial water utilities to over 7,098 customers. We operate and maintain a water system consisting of 3 pressure zones, 3 steel storage tanks, 3 wells, and 62 miles of water lines. The sewer system consists of 13 lift stations, 634 manholes, and approximately 50 miles of sewer mains. Activities include maintenance of water/sewer utility systems and treatment facilities, laboratory sampling, fiscal reports, video inspection of sewer mains, and administration.

GOALS AND OBJECTIVES

- To provide customers of the Village of Los Lunas with excellence in quality and service.
- To continue to improve and update the Village's distribution system, adding larger water mains and more fire protection.
- To continue to upgrade the collection system, by reducing infiltration, adding larger lines and new interceptors.
- To maintain and provide personnel with the proper training to ensure effective operations and staying in compliance with all ED and EPA regulations.
- To upgrade the reading and billing touch-read program to make it more efficient and more cost effective.
- To utilize the new camera inspection equipment to evaluate all of the older collection lines and prioritize line replacement.

Table 31 presents the FY 2004-2005 operating budget for the Water/Sewer Department.

Table 31: WATER/SEWER
Department: 422 / Utility Fund

422										
(41) WATER/SEWER FUND - WATER/SEWER UTIL PERSONAL SERVICE										
				ACTUAL	BUDGET	PROPOSED	%CHANGE			
SUB ACCOUNT NAME				2002/2003	2003/2004	2004/2005				
5446	WORTMAN, GREG H.	SUPERVISOR	\$	37,384	\$	40,375	\$	42,791	6.0%	
5454	PEREA, EMILIO	LEADMAN	\$	34,567	\$	37,332	\$	39,576	6.0%	
5455	GARCIA, TONY P.	METER READER SUPERV.	\$	28,691	\$	30,987	\$	32,836	6.0%	
5456	VIGIL, RAY	VACTOR OPERATOR	\$	18,182	\$	19,637	\$	20,811	6.0%	
5458	CHAVEZ, GABRIEL	METER READER	\$	11,300	\$	12,572	\$	13,326	6.0%	
5457	ESPINOSA, PAUL	METER READER	\$	17,325	\$	18,905	\$	20,051	6.1%	
				\$	147,449	\$	159,808	\$	169,391	6.0%
5440	F.I.C.A EXPENSE		\$	11,009		\$12,225	\$	12,958	6.0%	
5441	P.E.R.A EXPENSE		\$	28,033		\$30,384	\$	32,205	6.0%	
5442	MEDICAL INS. EXPENSE		\$	35,182		\$51,235	\$	54,752	6.9%	
5443	UNEMPLOYMENT TAX EXPENSE		\$	183		\$479	\$	508	6.0%	
5444	WORKMENS'S COMP. INS. EXPENSE		\$	5,234		\$7,853	\$	6,830	-13.0%	
				\$	79,641	\$	102,176	\$	107,254	5.0%
TOTAL PERSONAL SERVICES				\$	227,090	\$	261,984	\$	276,645	5.6%
(41) WATER/SEWER FUND - WATER/SEWER UTIL OPERATING EXPENSE										
				ACTUAL	BUDGET	PROPOSED	%CHANGE			
SUB ACCOUNT NAME				2002/2003	2003/2004	2004/2005				
5500	GROSS RECEIPT TAXES WATER/SEWER		\$	126,399	\$	140,000	\$	148,000	5.7%	
5504	STATE WATER FEES		\$	19,646	\$	22,600	\$	22,600	0.0%	
5510	OFFICE SUPPLIES		\$	4,201	\$	4,000	\$	6,500	62.5%	
5511	DATA PROCESSING		\$	641	\$	4,500	\$	2,900	-35.6%	
5512	BOOKS & MANUALS		\$	-	\$	600	\$	600	0.0%	
5513	GAS & OIL FOR VEHICLES		\$	9,589	\$	8,000	\$	9,000	12.5%	
5514	TRAINING & SEMINARS		\$	4,557	\$	6,000	\$	6,720	12.0%	
5515	PRINTING & COPYING		\$	2,881	\$	5,000	\$	5,000	0.0%	
5517	PROFESSIONAL SERVICES		\$	20,415	\$	39,000	\$	39,000	0.0%	
5518	POSTAGE		\$	11,743	\$	14,500	\$	15,000	3.4%	
5519	UTILITIES		\$	124,155	\$	145,000	\$	145,000	0.0%	
5520	ATTORNEY FEES		\$	-	\$	3,500	\$	3,500	0.0%	
5521	TELEPHONE EXPENSES		\$	5,032	\$	6,500	\$	7,000	7.7%	
5522	SUBSCRIPTIONS & DUES		\$	1,483	\$	3,000	\$	3,000	0.0%	
5523	INSURANCE & BONDS		\$	25,091	\$	27,300	\$	30,000	9.9%	
5524	PUBLICATIONS & ADVERTISING		\$	507	\$	600	\$	600	0.0%	
5525	BUILDING & GROUNDS		\$	7,354	\$	10,000	\$	10,000	0.0%	
5528	JANITORIAL		\$	5,497	\$	2,000	\$	2,000	0.0%	
5527	ROAD EQUIPMENT REPAIRS		\$	1,029	\$	6,000	\$	6,000	0.0%	
5530	UNIFORM ALLOWANCE		\$	1,898	\$	2,080	\$	2,080	0.0%	
5531	TRAVEL EXPENSES		\$	772	\$	2,500	\$	2,500	0.0%	
5534	TOOLS & EQUIPMENT		\$	6,711	\$	6,700	\$	6,700	0.0%	
5536	SAFETY EQUIPMENT		\$	3,301	\$	3,000	\$	3,500	16.7%	
5537	CHEMICALS		\$	3,743	\$	4,800	\$	4,800	0.0%	
5538	IDENTIFICATION		\$	-	\$	-	\$	-	0.0%	
5539	SYSTEMS MAINTANENCE		\$	95,836	\$	105,000	\$	110,000	4.8%	
5547	LEASE PURCHASE		\$	-	\$	9,000	\$	9,000	0.0%	
5551	BOOKKEEPING CHARGES		\$	395,796	\$	425,834	\$	251,970	-40.8%	
5560	WSC LOAN PAYMENTS		\$	28,072	\$	23,809	\$	23,809	0.0%	
5582	SRF LOAN EXPENSE		\$	2,908	\$	109,417	\$	109,417	0.0%	
5579	SAN JUAN CHAMA WATER STORAGE		\$	15,949	\$	17,000	\$	21,000	23.5%	
5583	RIP/VALENCIA "Y" & WATER TANK		\$	251,804	\$	355,708	\$	355,708	0.0%	
TOTAL OPERATING EXPENSES				\$	1,177,010	\$	1,512,948	\$	1,362,904	-9.9%

Table 31: WATER/SEWER Continued
Department: 422 / Utility Fund

(41) WATER/SEWER FUND - WATER/SEWER UTIL CAPITAL OUTLAY					
SUB ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5613 CAPITAL OUTLAY/WELL #6 Project		\$ 1,426,179	\$ -	-100.0%	
5625 CAPITAL OUTLAY/COMPUTER HARDWARE/SOFTWARE FIN.		\$ 12,500	\$ -	-100.0%	
5629 CAPITAL OUTLAY/WATER RIGHTS ACQUISITION		\$ 75,000	\$ 75,000	0.0%	
5633 CAPITAL OUTLAY/METERS		\$ 15,000	\$ 15,000	0.0%	
5613 CAPITAL OUTLAY/LIFT STATION #4		\$ 200,000	\$ 200,000	0.0%	
5687 CAPITAL OUTLAY/DOWNTOWN SEWER REPL.	\$ 772,333	\$ 1,750,000	\$ -	-100.0%	
5699 CAPITAL OUTLAY/TELEMETRY SYSTEM-GIS DATA CAPTURE		\$ 51,000	\$ 51,000	0.0%	
5662 CAPITAL OUTLAY/TRUCK		\$ 42,333	\$ 25,000	-40.9%	
TOTAL CAPITAL OUTLAY	\$ 809,850	\$ 4,202,012	\$ 366,000	-91.3%	
TOTAL EXPENSES	\$ 2,213,950	\$ 5,976,944	\$ 2,005,548	-66.4%	
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -	0.0%	
TOTAL WATER/SEWER EXPENDITURES	\$ 2,213,950	\$ 5,976,944	\$ 2,005,548	-66.4%	

Table 31A: WATER/SEWER Continued
Utility Fund (41) Expenditure Summary

TOTAL TREATMENT PLANT EXPENDITURES (page 75)	\$ 1,573,175
TOTAL WATER/SEWER EXPENDITURES (page 79)	\$ 2,005,548
TOTAL WATER/SEWER FUND EXPENDITURES	\$ 3,578,723

SOLID WASTE DEPARTMENT

Solid Waste Fund

MISSION

To provide convenient and sanitary collection and disposal of trash for the residents of Los Lunas.

DESCRIPTION

The Solid Waste Department provides once a week curbside trash collection and disposal for the residents of Los Lunas and up to seven days-a-week commercial trash collections for businesses. All personnel of this department currently have commercial drivers licenses and are cross training on the operation of equipment and routes to maximize efficiency in the department. The Village currently transports its waste to a landfill west of Albuquerque. The Village remains a member of the Central Solid Waste Authority which consists of the municipalities in Valencia County and Socorro County and recognizes that a local landfill should be a high priority.

GOALS AND OBJECTIVES

- Comply with all Federal EPA regulations and State Environmental Department regulations.
- To construct a Materials Recovery and Transfer facility to provide state-of-the-art trash collection and disposal for Village residents to the Authority.
- To assist in the operation of the Drop-off Recycling Center to help accomplish the 25% reduction of trash going to the landfill.
- To continue to provide a quality trash collection and disposal service for the residents of Los Lunas by fully automating the department.

Table 32 presents the FY 2004-2005 operating budget for the Solid Waste Department.

Table 32: SOLID WASTE DEPARTMENT

423						
(43) SOLID WASTE FUND - SOLID WASTE DEPT PERSONAL SERVICE						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5446	MC QUEEN, ROBERT SUPERVISOR	\$ 23,030	\$ 22,580	\$ 22,580	0.0%	
5447	FOREMAN, DAVID HEAVY EQUIP. MECH	\$ 20,728	\$ 21,672	\$ 22,979	6.0%	
5447	SALAZAR, WALTER LABORER	\$ -	\$ 11,806	\$ 11,806	0.0%	
5447	MONTOYA, MARCUS TRANSFER DRIVER	\$ 20,728	\$ 23,412	\$ 24,812	6.0%	
5466	ASTORGA, ROBERT A COMM. DRIVER	\$ 21,537	\$ 24,777	\$ 24,645	-0.5%	
5467	LUCERO, MATTHEW Z. RES. DRIVER	\$ 16,423	\$ 21,161	\$ 22,432	6.0%	
5467	URTIAGA, GARY RESIDENTIAL DRIVER	\$ 16,423	\$ 17,149	\$ 18,167	5.9%	
5468	CAMPOS, DUANE TRANSFER ST. OPER.	\$ 18,142	\$ 19,317	\$ 19,317	0.0%	
5468	ARCHULETA, SALOMON RECYCLE OPERATOR	\$ 18,142	\$ 15,163	\$ 14,882	-1.9%	
5469	DE ANDA, DAVID ASSISTANT SUPERVISOR	\$ 18,064	\$ 24,777	\$ 26,264	6.0%	
5469	CHAVEZ, JOSHUA PETE LABORER	\$ 18,064	\$ 13,189	\$ 13,189	0.0%	
5469	(NEW VACANT) LABORER			\$ 12,802	100.0%	
5469	(NEW VACANT) LABORER			\$ 12,802	100.0%	
5499	OVERTIME	\$ 10,254	\$ 11,000	\$ 11,000	0.0%	
		\$ 201,532	\$ 226,002	\$ 257,677	14.0%	
5440	F.I.C.A EXPENSE	\$ 15,141	\$ 17,173	\$ 19,712	14.8%	
5441	P.E.R.A EXPENSE	\$ 36,156	\$ 42,680	\$ 48,991	14.8%	
5442	MEDICAL INS. EXPENSE	\$ 47,935	\$ 93,931	\$ 118,629	26.3%	
5443	UNEMPLOYMENT TAX EXPENSE	\$ 317	\$ 673	\$ 773	14.8%	
5444	WORKMENS'S COMP. INS. EXPENSE	\$ 10,490	\$ 17,571	\$ 16,549	-5.8%	
		\$ 110,039	\$ 172,029	\$ 204,654	19.0%	
TOTAL PERSONAL SERVICES		\$ 311,571	\$ 398,031	\$ 462,331	16.2%	
(43) SOLID WASTE FUND - SOLID WASTE DEPT OPERATING EXPENSE						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5500	GROSS RECTS TAX DUE STATE	\$ 40,250	\$ 42,000	\$ 45,000	7.1%	
5510	OFFICE SUPPLIES	\$ 3,659	\$ 4,025	\$ 4,025	0.0%	
5511	DATA PROCESSING	\$ 1,781	\$ 2,000	\$ 2,711	35.6%	
5513	GAS & OIL FOR VEHICLES	\$ 38,846	\$ 38,000	\$ 40,000	5.3%	
5514	TRAINING & SEMINARS	\$ 2,798	\$ 3,000	\$ 4,680	56.0%	
5515	PRINTING & COPYING	\$ 1,558	\$ 2,000	\$ 2,000	0.0%	
5518	POSTAGE	\$ 4,997	\$ 4,800	\$ 6,400	33.3%	
5521	TELEPHONE EXPENSES	\$ 5,303	\$ 5,500	\$ 7,000	27.3%	
5523	INSURANCE & BONDS	\$ 32,989	\$ 34,000	\$ 38,000	11.8%	
5527	ROAD EQUIPMENT REPAIRS	\$ 86,860	\$ 85,000	\$ 85,000	0.0%	
5530	UNIFORM ALLOWANCE	\$ 3,017	\$ 3,500	\$ 4,500	28.6%	
5534	TOOLS & EQUIPMENT REPAIRS	\$ 4,701	\$ 5,000	\$ 5,000	0.0%	
5536	SAFTY EQU.	\$ 3,740	\$ 4,500	\$ 4,500	0.0%	
5537	CHEMICALS	\$ 819	\$ 2,400	\$ 3,000	25.0%	
5538	IDENTIFICATION	\$ -	\$ -	\$ -	0.0%	
5542	BIN EXPENSES	\$ 16,801	\$ 24,000	\$ 30,000	25.0%	
5547	LEASE PURCHASE		\$ 133,297	\$ 198,462	48.9%	
5551	BOOKKEEPING CHARGES	\$ 36,534	\$ 41,856	\$ 43,949	5.0%	
5563	LANDFILL/TRANSFER ST. SITE EXP.	\$ 30,098	\$ 24,000	\$ 24,000	0.0%	
5588	ENVIRONMENTAL EGRT - CSWA	\$ 125,487	\$ 130,000	\$ 175,000	34.6%	
5589	TIPPING FEES	\$ 102,867	\$ 129,600	\$ 110,000	-15.1%	
TOTAL OPERATING EXPENSE		\$ 543,105	\$ 718,478	\$ 833,227	16.0%	

Table 32: SOLID WASTE DEPARTMENT Continued

(43) SOLID WASTE FUND - SOLID WASTE DEPT CAPITAL OUTLAY					
SUB ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5626 CAPITAL OUTLAY/SECURITY SYSTEM		\$ 2,000	\$ 2,000	0.0%	
5698 CAPITAL OUTLAY/LANDFILL STUDY	\$ 25,352	\$ 313,500	\$ 313,500	0.0%	
TOTAL CAPITAL OUTLAY	\$ 32,048	\$ 340,500	\$ 315,500	-7.3%	
TOTAL EXPENSES	\$ 886,724	\$ 1,457,009	\$ 1,611,058	10.6%	
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -	0.0%	
TOTAL SOLID WASTE EXPENDITURES	\$ 886,724	\$ 1,457,009	\$ 1,611,058	10.6%	

DEBT SERVICE FUNDS

SUMMARY

The Village of Los Lunas currently has two service bonds. The first issue is the "Gross Receipts Tax Improvement Revenue Bonds, Series 2003A" in the amount of \$5,175,000. The second issue is the "Gross Receipts Tax Refunding Revenue Bond, Series 2003B" in the amount of \$4,565,000.

The purpose of these issues was to defray the cost to 1) refund the Village's Gross Receipts Tax Refunding Revenue Bonds, Series 1993 and the Village's Infrastructure Fund Gross Receipts Tax Revenue Bonds, Series 1995, 2) acquire, extend, enlarge, better, repair, otherwise improve or maintain sanitary sewers, sewage treatment plants or water utilities, including but not necessarily limited to the acquisition of rights of way and water and water rights, or any combination of the foregoing, 3) construct, purchase, furnish, equip, rehabilitate, make additions to or make improvements to public buildings, 4) purchase, acquire, rehabilitate fire-fighting equipment or any combination of the foregoing, 5) acquire, construct, purchase, equip, furnish, make additions to, renovate, rehabilitate, beautify or otherwise improve public parking or recreational facilities, and 6) cover all costs incidental to the foregoing and incidental to the issuance of the Bonds. (Tables 44 and 45 present the Debt Service schedules.)

Table 33: GROSS RECT. TAX REV. BOND 2003A

(32) GROSS RECT. TAX REV. BOND 2003A					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
4060	INTEREST REVENUES		\$ -	\$ -	0.0%
306	EARNED INTEREST	\$ -	\$ -	\$ -	0.0%
3000	TRANSFER FROM GENERAL FUND		\$ 202,074	\$ 202,074	0.0%
3050	TRANSFER FORM G.R.T. RESERVE		\$ -	\$ -	0.0%
392	TRANSFERS	\$ -	\$ 202,074	\$ 202,074	0.0%
GROSS RECT. TAX REV. BOND 2003A REVENUES		\$ -	\$ 202,074	\$ 202,074	0.0%
(32) GROSS RECT. TAX REV. BOND 2003A					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5010	BONDS DUE THIS FISCAL YEAR		\$ -	\$ -	0.0%
5020	BOND COUPONS/INTEREST DUE		\$ 202,074	\$ 202,074	0.0%
5030	BOND/AGENT FEES				0.0%
400	DEBT SERVICE	\$ -	\$ 202,074	\$ 202,074	0.0%
GROSS RECT. TAX REVENUE BOND EXP.		\$ -	\$ 202,074	\$ 202,074	0.0%

DEBT SERVICE FUNDS Continued

Table 34: G.R.T. REVENUE BOND 2003B

(34) G.R.T. REVENUE BOND 2003B					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
4060	INTEREST REVENUES - BOND ACQ. FUND		\$ -	\$ -	0.0%
4060	INTEREST REVENUES - DEBT SERVICE		\$ 184,105	\$ 24,000	-87.0%
306	EARNED INTEREST	\$ -	\$ 184,105	\$ 24,000	-87.0%
3040	TRANSFER FROM INFRASTRUCTURE FUND		\$ 369,105	\$ 642,742	74.1%
392	TRANSFERS	\$ -	\$ 369,105	\$ 642,742	74.1%
GROSS RECT. TAX REV. BOND 2003B		\$ -	\$ 553,210	\$ 666,742	20.5%
(34) GROSS RECT. TAX REV. BOND 2003B					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5010	BONDS DUE THIS FISCAL YEAR		\$ 185,000	\$ 470,000	154.1%
5020	BOND COUPONS/INTEREST DUE		\$ 184,105	\$ 172,742	-6.2%
5030	BOND/AGENT FEES	\$ -	\$ -	\$ -	0.0%
400	DEBT SERVICE	\$ -	\$ 369,105	\$ 642,742	74.1%
GROSS RECT. TAX REVENUE BOND 2003B EXP.		\$ -	\$ 369,105	\$ 642,742	74.1%

COURT TRUST FUND

MISSION

To collect the DWI lab fees, DWI prevention fees and Court Automation fees in accordance with State Law.

DESCRIPTION

State law requires the municipal judge to impose the above mentioned fees in conjunction with a court fine on traffic tickets. These fees must then be remitted to the State Administrative Office of the Courts on a monthly basis.

Table 35: COURT TRUST FUND

(28) COURT TRUST FUND						
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
4151	LAB FEES COLLECTED	\$ 1,580	\$ 1,617	\$ 1,025	-36.6%	
4153	PREVENTION FEES	\$ 3,260	\$ 1,492	\$ 800	-46.4%	
301	DWI LAB/PREVENTION FEES	\$ 4,840	\$ 3,109	\$ 1,825	-41.3%	
4154	JUDICIAL EDUCATION FEES	\$ 2,646	\$ 9,135	\$ 7,347	-19.6%	
4155	COURT AUTOMATION FEES	\$ 7,872	\$ 31,460	\$ 25,277	-19.7%	
302	EDUCATION/AUTOMATION FEES	\$ 10,518	\$ 40,595	\$ 32,624	-19.6%	
COURT TRUST FUND REVENUES		\$ 15,358	\$ 43,704	\$ 34,449	-21.2%	
(28) COURT TRUST FUND EXP. BUDGET						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5580	LAB/PREVENTION FEE DUE STATE	\$ 3,314	\$ 3,109	\$ 1,825	-41.3%	
5581	EDUCATIONAL/AUTOMATION FEE	\$ 31,169	\$ 40,595	\$ 32,624	-19.6%	
402	JUDICIAL	\$ 34,483	\$ 43,704	\$ 34,449	-21.2%	
COURT TRUST FUND		\$ 34,483	\$ 43,704	\$ 34,449	-21.2%	

CENTRAL SOLID WASTE AUTHORITY

MISSION

To administer the funds for the Central Solid Waste Authority (CSWA) in accordance with the Joint Powers Agreement signed by Authority members.

DESCRIPTION

The Central Solid Waste Authority consists of the Village of Los Lunas, City of Belen, Socorro County, City of Socorro and the Village of Magdalena. The CSWA has received both grant funding and loan funding to assist CSWA members with their individual solid waste operations. The Village of Los Lunas, through joint powers agreement, is the fiscal agent for the Authority. As fiscal agent, the Village is to insure that the available funds are spent according to state law and regulations. The Village is also responsible to collect the environmental gross receipts tax from participating members to retire the existing debt.

GOALS AND OBJECTIVES

- To insure that the available funding is spent according to New Mexico Statutes and State regulations.
- To monitor and apply for available grant funds offered by the State for solid waste purposes.

Table 36 presents the FY 2004-2005 operating budget for the Central Solid Waste Authority.

Table 36: CENTRAL SOLID WASTE AUTHORITY

(44) CENTRAL SOLID WASTE AUTHORITY						
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
BELEN						
4008	NMFA LOAN	\$ 544,295	\$ -	\$ -	0.0%	
4009	NMED GRANT		\$ -	\$ -	0.0%	
4041	ENVIRONMENTAL GROSS RECEIPTS TAX	\$ 97,000	\$ 128,183	\$ 110,967	-13.4%	
4060	INTEREST INCOME	\$ 13,931	\$ 7,494	\$ 200	-97.3%	
324	TOTAL BELEN REVENUE	\$ 655,226	\$ 135,677	\$ 111,167	-18.1%	
LOS LUNAS						
4008	NMFA LOAN	\$ 384,129	\$ -	\$ -	0.0%	
4009	NMED GRANT	\$ 8,248	\$ -	\$ -	0.0%	
4041	ENVIRONMENTAL GROSS RECEIPTS TAX	\$ 98,000	\$ 146,226	\$ 167,782	14.7%	
4060	INTEREST INCOME	\$ 17,917	\$ 15,348	\$ 250	-98.4%	
325	TOTAL LOS LUNAS REVENUE	\$ 508,294	\$ 161,574	\$ 168,032	4.0%	
MAGDALENA						
4008	NMFA LOAN		\$ 21,851	\$ -	-100.0%	
4009	NMED GRANT				0.0%	
4041	ENVIRONMENTAL GROSS RECEIPTS TAX		\$ 4,385	\$ -	-100.0%	
4060	INTEREST INCOME		\$ 2,500	\$ -	-100.0%	
326	TOTAL MAGDALENA REVENUE		\$ 28,736	\$ -	-100.0%	
CITY OF SOCORRO						
4009	NMED GRANT		\$ -	\$ -	0.0%	
4060	INTEREST INCOME		\$ -	\$ -	0.0%	
327	TOTAL SOCORRO REVENUE		\$ -	\$ -		
SOCORRO COUNTY						
4009	NMED GRANT		\$ -	\$ -	0.0%	
4060	INTEREST INCOME		\$ -	\$ -	0.0%	
328	TOTAL SOCORRO COUNTY REVENUE		\$ -	\$ -		
CENTRAL SOLID WASTE AUTH. REVENUE TOTALS		\$ 1,163,520	\$ 325,987	\$ 279,199	-14.4%	

Table 37: CENTRAL SOLID WASTE AUTHORITY Continued

(44) CENTRAL SOLID WASTE AUTHORITY FUND - OPERATING EXPENSE						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
BELEN						
5517	PROFESSIONAL SERVICES					
5551	ADMINISTRATIVE CHARGES		\$ -	\$ -		0.0%
5648	LANDFILL CLOSURE	\$ -	\$ -	\$ -		0.0%
5611	SOLID WASTE EQUIPMENT	\$ -	\$ -	\$ -		0.0%
5649	PROPERTY ACQUISITION	\$ -	\$ -	\$ -		0.0%
6030	DEBT SERVICE	\$ 50,703	\$ 55,312	\$ 55,312		0.0%
424	TOTAL BELEN EXPENSES	\$ 50,703	\$ 55,312	\$ 55,312		0.0%
LOS LUNAS						
5517	PROFESSIONAL SERVICES		\$ -	\$ -		
5551	ADMINISTRATIVE CHARGES		\$ -	\$ -		0.0%
5648	LANDFILL CLOSURE		\$ -	\$ -		0.0%
5611	SOLID WASTE EQUIPMENT		\$ -	\$ -		0.0%
5650	CONSTRUCTION - TRANSFER STATION		\$ -	\$ -		0.0%
6030	DEBT SERVICE	\$ 64,853	\$ 70,749	\$ 70,749		0.0%
425	TOTAL LOS LUNAS EXPENSES	\$ 64,853	\$ 70,749	\$ 70,749		0.0%
CITY OF SOCORRO						
5611	SOLID WASTE EQUIPMENT	\$ -	\$ -	\$ -		0.0%
5650	CONSTRUCTION - TRANSFER STATION		\$ -	\$ -		0.0%
427	TOTAL SOCORRO EXPENSES	\$ -	\$ -	\$ -		
SOCORRO COUNTY						
5650	CONSTRUCTION - TRANSFER STATION		\$ -	\$ -		0.0%
428	TOTAL SOCORRO COUNTY EXPENSES	\$ -	\$ -	\$ -		
MAGDALENA						
5551	ADMINISTRATIVE CHARGES	\$ -	\$ -	\$ -		0.0%
5650	CONSTRUCTION - TRANSFER STATION		\$ 21,851	\$ -		-100.0%
5611	SOLID WASTE EQUIPMENT					0.0%
6030	DEBT SERVICE	\$ 2,358	\$ 2,573	\$ -		-100.0%
426	TOTAL MAGDALENA EXPENSES	\$ 2,358	\$ 24,424	\$ -		-100.0%
TOTAL EXPENSES		\$ 117,914	\$ 150,485	\$ 126,061		-16.2%

TRANSPORTATION PROGRAM

MISSION

To develop and provide a cost effective and efficient transportation program that meets the needs of not only the citizens of Los Lunas but the citizens throughout Valencia County.

DESCRIPTION

The Community Services department administers the Transportation program. The transportation programs provides Countywide services and regular routes with the Village municipal limits.

GOALS AND OBJECTIVES

- Provide economical and convenient transportation services to citizens throughout Valencia county.
- Continue to seek additional funding sources to support the transportation program.
- Construct a transportation building to support these services.

Tables 38, 39 & 40 present the FY 2004-2005 operating budget for the Community Services Transportation Program.

Table 38: COMMUNITY SERVICES - TRANSPORTATION PROGRAM SECTIONS 5311 & 3037

(47) 419 TRANSPORTATION - FTA SECTION 3037					
ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
393-4009 GRANT REIMBURSEMENT		\$ 130,800	\$ 146,536	12.0%	
4009 GRANT REIMBURSEMENT	\$ -	\$ 130,800	\$ 146,536	12.0%	
371-4088 Misc. Revenues		\$ 3,180	\$ 5,000	57.2%	
FTA SECTION 3037 FUND REV. TOTAL	\$ -	\$ 133,980	\$ 151,536	13.1%	

(47) 418 TRANSPORTATION - FTA SECTION 5311					
ACCOUNT NAME	ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
390-4009 GRANT REIMBURSEMENT		\$ 175,155	\$ 178,470	1.9%	
370-4088 MISC. REVENUES		\$ 8,000	\$ 17,000	112.5%	
397-4009 BOOKKEEPING CHARGE FROM 47-419		\$ 103,180	\$ 122,914	100.0%	
FTA SECTION 5311 FUND REV. TOTAL	\$ -	\$ 286,335	\$ 318,384	11.2%	

**Table 39: COMMUNITY SERVICES - TRANSPORTATION
PROGRAM SECTIONS 5311 & 3037 CON'T**

(47) 418 TRANSPORTATION - FTA SECTION 5311 FUND - PERSONAL SERVICE									
SUB ACCOUNT NAME				ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE		
5303	LUCERO, PEARL	CO-ORDINATOR	\$	28,427	\$	31,752	\$	33,645	6.0%
5303	TELLES, SOCORRO	CLERK			\$	-	\$	14,310	100.0%
5305	GARLEY, MARTHA P	DISPATCH	\$	16,100	\$	17,496	\$	13,484	-22.9%
5302	LOPEZ, VELIA	VAN DRIVER	\$	13,374	\$	17,266	\$	14,310	-17.1%
5302	SANCHEZ, ARCHIE	VAN DRIVER	\$	13,374	\$	16,983	\$	18,097	6.6%
5302	GUTIERREZ, CHARLENE	VAN DRIVER	\$	13,374	\$	16,983	\$	18,097	6.6%
5302	TORRES, RAMONA K	VAN DRIVER	\$	13,374	\$	15,080	\$	14,310	-5.1%
5302	APODACA, VIRGINIA	VAN DRIVER	\$	13,374	\$	13,976	\$	14,269	2.1%
5302	SUBSTITUTE DRIVERS	VAN DRIVER	\$	13,374	\$	6,500	\$	6,500	0.0%
5304	LENTE, MICHAEL	MECHANIC	\$	18,370	\$	20,505	\$	21,836	6.5%
			\$	143,141	\$	156,541	\$	168,859	7.9%
5440	F.I.C.A EXPENSE		\$	10,954		\$11,975	\$	12,918	7.9%
5441	P.E.R.A EXPENSE		\$	24,486		\$28,527	\$	30,869	8.2%
5442	MEDICAL INS. EXPENSE		\$	44,966		\$68,314	\$	73,002	6.9%
5443	UNEMPLOYMENT TAX EXPENSE		\$	240		\$470	\$	507	7.9%
5444	WORKMENS'S COMP. INS. EXPENSE		\$	6,638		\$10,568	\$	8,762	-17.1%
			\$	87,284	\$	119,853	\$	126,057	5.2%
TOTAL PERSONAL SERVICES			\$	230,425	\$	276,394	\$	294,916	6.7%
(47) 418 TRANSPORTATION FTA SECTION 5311 FUND - OPERATING EXPENSE									
SUB ACCOUNT NAME				ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE		
5510	OFFICE SUPPLIES		\$	1,319	\$	3,700	\$	850	-77.0%
5513	GAS & OIL FOR VEHICLES		\$	2,035	\$	38,000	\$	26,200	-31.1%
5514	TRAINING & SEMINARS				\$	2,000	\$	7,440	272.0%
5515	PRINTING & COPYING				\$	850	\$	250	-70.6%
5517	PROFESSIONAL SERVICES		\$	623	\$	-	\$	1,250	100.0%
5518	POSTAGE				\$	200	\$	200	0.0%
5519	UTILITIES		\$	1,218	\$	7,500	\$	6,500	-13.3%
5521	TELEPHONE EXPENSE		\$	897	\$	1,000	\$	500	-50.0%
5522	SUBSCRIPTION AND DUES		\$	150	\$	500	\$	500	0.0%
5523	INSURANCE & BONDS		\$	8,127	\$	9,000	\$	5,000	-44.4%
5524	PUBLICATIONS & ADVERTISING		\$	177	\$	500	\$	550	10.0%
5525	BUILDING & GROUNDS MAINTENANCE				\$	10,882	\$	6,000	-44.9%
5527	ROAD EQUIPMENT REPAIRS		\$	5,182	\$	11,100	\$	10,600	-4.5%
5528	JANITORIAL		\$	42	\$	5,000	\$	6,000	20.0%
5530	UNIFORM ALLOWANCE		\$	1,340	\$	2,000	\$	1,700	-15.0%
5531	TRAVEL EXPENSE				\$	1,000	\$	1,000	0.0%
5532	AUDIT EXPENSE		\$	2,000	\$	1,000	\$	1,000	0.0%
5509	RENT EXPENSE				\$	4,882	\$	-	0.0%
5569	RADIO SERVICE				\$	1,300	\$	1,700	0.0%
5551	BOOKKEEPING CHARGES		\$	34,473	\$	44,436	\$	40,575	-8.7%
TOTAL OPERATING EXPENSE			\$	57,583	\$	144,850	\$	117,815	-18.7%
(47) 418 TRANSPORTATION FTA SECTION 5311 FUND - CAPITAL OUTLAY									
SUB ACCOUNT NAME				ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE		
5625	CAPITAL OUTLAY/ COMPUTERS				\$	-	\$	-	0.0%
TOTAL CAPITAL OUTLAY			\$	-	\$	-	\$	-	0.0%
TOTAL EXPENSES			\$	288,008	\$	421,244	\$	412,731	-2.0%
ACCOUNTS PAYABLE			\$	-	\$	-	\$	-	0.0%
TOTAL FTA SECTION 5311 EXPENDITURES			\$	288,008	\$	421,244	\$	412,731	-2.0%

**Table 40: COMMUNITY SERVICES - TRANSPORTATION
PROGRAM SECTIONS 5311 & 3037 CON'T**

(47) 419 TRANSPORTATION - FTA SECTION 3037 FUND - PERSONAL SERVICE					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5440	F.I.C.A EXPENSE	\$ 7,691	\$0	\$ -	0.0%
5441	P.E.R.A EXPENSE	\$ 18,148	\$0	\$ -	0.0%
5442	MEDICAL INS. EXPENSE	\$ 29,542	\$0	\$ -	0.0%
5443	UNEMPLOYMENT TAX EXPENSE	\$ 141	\$0	\$ -	0.0%
5444	WORKMENS'S COMP. INS. EXPENSE	\$ 913	\$0	\$ -	0.0%
		\$ 56,435	\$ -	\$ -	
TOTAL PERSONAL SERVICES		\$ 137,301		\$ -	
(47) 419 TRANSPORTATION FTA SECTION 3037 FUND - OPERATING EXPENSE					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5510	OFFICE SUPPLIES	\$ 362	\$ 500	\$ 800	60.0%
5511	DATA PROCESSING		\$ -	\$ -	0.0%
5513	GAS & OIL FOR VEHICLES	\$ 16,958	\$ 16,500	\$ 13,000	-21.2%
5514	TRAINING & SEMINARS		\$ 500	\$ 500	0.0%
5515	PRINTING & COPYING		\$ 500	\$ 500	0.0%
5517	PROFESSIONAL SERVICES		\$ -		0.0%
5518	POSTAGE		\$ 100	\$ 100	0.0%
5519	UTILITIES		\$ 700	\$ 700	0.0%
5521	TELEPHONE EXPENSES	\$ 142	\$ 700	\$ 700	0.0%
5522	SUBSCRIPTION AND DUES		\$ -	\$ -	0.0%
5523	INSURANCE & BONDS		\$ 4,400	\$ 5,000	13.6%
5524	PUBLICATIONS & ADVERTISING				0.0%
5527	ROAD EQUIPMENT REPAIRS	\$ 2,202	\$ 5,900	\$ 4,100	-30.5%
5528	JANITORIAL				0.0%
5530	UNIFORM ALLOWANCE			\$ 500	100.0%
5531	TRAVEL EXPENSES		\$ 1,000	\$ 1,000	0.0%
5534	TOOLS & EQUIPMENT REPAIRS		\$ -	\$ -	0.0%
5551	BOOKKEEPING CHARGES	\$ 110,631	\$ 103,180	\$ 122,914	19.1%
TOTAL OPERATING EXPENSE		\$ 130,295	\$ 133,980	\$ 149,814	100.0%
(47) 419 TRANSPORTATION FTA SECTION 3037 FUND - CAPITAL OUTLAY					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5662	CAPITAL OUTLAY/				0.0%
5648	CAPITAL OUTLAY/				0.0%
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ -	100.0%
TOTAL EXPENSES		\$ 267,596	\$ 133,980	\$ 149,814	100.0%
ACCOUNTS PAYABLE		\$ -	\$ -	\$ -	0.0%
TOTAL FTA SECTION 3037 EXPENDITURES		\$ 267,596	\$ 133,980	\$ 149,814	100.0%

PUBLIC HOUSING AUTHORITY

MISSION

To continue to provide housing assistance to our low income citizens and to continually seek additional federal funding to introduce additional programs.

DESCRIPTION

The Housing Authority, provides housing assistance to the very low and low income citizens throughout Valencia County. Current programs include Section 8 Rental Assistance, Family Self Sufficiency (FSS), Homeless Prevention, Homeless TBRA and Owner-Occupied Rehabilitation. The Housing Authority is funded and regulated by the Department of Housing and Urban Development (HUD). Support is also provided by the County of Valencia as they provide a part-time administrative staff member.

GOALS AND OBJECTIVES

- Continue to increase Section 8 Program.
- Increase participation in the Family Self-Sufficiency Program.
- Apply for Program moneys through the Continuum of Care Homeless Assistance Grant Application Process.
- Supportive Housing Program
- Transitional Housing
- Supportive Services

Table 41 presents the FY 2004-2005 operating budget for the Public Housing Authority.

Table 41: PUBLIC HOUSING AUTHORITY

(51) SECTION 8 FUND							
ACCOUNT NAME				ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
4060	FIXED ASSET (TRUCK SALE)			\$ -	\$ -	\$ -	0.0%
4060	INTEREST REVENUES			\$ 838	\$ 214	\$ 214	0.0%
306	EARNED INTEREST			\$ 838	\$ 214	\$ 214	0.0%
308-4014	ADMINISTRATIVE REVENUES (VOUCHERS)			\$ 86,922	\$ 89,469	\$ 90,069	0.7%
313-4009	OTHER ADMINISTRATIVE REVENUES (PORTS)			\$ 57,672	\$ 57,672	\$ 64,595	12.0%
	OTHER ADMINISTRATIVE REVENUES			\$ 144,594	\$ 147,141	\$ 154,664	5.1%
4009	GRANT FUNDS			\$ 15,000	\$ 15,000	\$ -	-100.0%
312	FSS GRANT REVENUES			\$ 15,000	\$ 15,000	\$ -	-100.0%
4009	GRANT FUNDS			\$ -	\$ -	\$ -	0.0%
	ADMINISTRATIVE FEES			\$ -	\$ -	\$ -	0.0%
373	HOMELESS REHABILITATION REVENUES			\$ -	\$ -	\$ -	0.0%
4009	GRANT FUNDS			\$ -	\$ -	\$ -	0.0%
	ADMINISTRATIVE FEES			\$ -	\$ -	\$ -	0.0%
374	HOMELESS TBRA REVENUES			\$ -	\$ -	\$ -	0.0%
4009	GRANT FUNDS			\$ -	\$ -	\$ -	0.0%
375	HOMELESS PREVENTION			\$ -	\$ -	\$ -	0.0%
314-4009	GRANT FUNDS			\$ 616,332	\$ 616,332	\$ 611,508	-0.8%
313-1099	HOUSING PORTABILITY			\$ 909,429	\$ 909,429	\$ 1,066,029	17.2%
314	HOUSING VOUCHER REVENUES			\$ 1,525,761	\$ 1,525,761	\$ 1,677,537	9.9%
SECTION 8 FUND				\$ 1,686,193	\$ 1,688,116	\$ 1,832,415	8.5%
413 (51) PUBLIC HOUSING AUTHORITY PERSONAL SERVICE							
SUB ACCOUNT NAME				ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5408	EWERS, PAMELA	HOUSING DIRECTOR		\$ 34,659	\$ 37,432	\$ 39,671	6.0%
5431	KURTZ, LORI	INSP/FSS COORDINATOR		\$ 26,581	\$ 28,708	\$ 30,431	6.0%
		SECRETARY		\$ -			
				\$ 61,240	\$ 66,140	\$ 70,102	6.0%
5440	F.I.C.A EXPENSE			\$ 4,650	\$ 5,060	\$ 5,363	6.0%
5441	P.E.R.A EXPENSE			\$ 11,643	\$ 12,575	\$ 13,328	6.0%
5442	MEDICAL INS. EXPENSE			\$ 13,437	\$ 17,078	\$ 18,251	6.9%
5443	UNEMPLOYMENT TAX EXPENSE			\$ 65	\$ 198	\$ 210	6.0%
5444	WORKMENS'S COMP. INS. EXPENSE			\$ 1,633	\$ 2,701	\$ 2,349	-13.0%
				\$ 31,428	\$ 37,612	\$ 39,500	5.0%
TOTAL PERSONAL SERVICES				\$ 92,668	\$ 103,752	\$ 109,602	5.6%

Table 41: PUBLIC HOUSING AUTHORITY Continued

(51) PUBLIC HOUSING AUTHORITY OPERATING EXPENSE						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5510	OFFICE SUPPLIES	\$ 4,758	\$ 4,100	\$ 5,000	22.0%	
5512	BOOKS & MANUALS	\$ 214	\$ 250	\$ 300	20.0%	
5513	GAS & OIL FOR VEHICLES	\$ 1,352	\$ 1,500	\$ 2,000	33.3%	
5514	TRAINING & SEMINARS	\$ 1,145	\$ 2,000	\$ 2,220	11.0%	
5515	PRINTING & COPYING	\$ -	\$ -	\$ -	0.0%	
5518	POSTAGE	\$ 1,705	\$ 2,000	\$ 2,000	0.0%	
5519	UTILITIES	\$ 3,990	\$ 4,000	\$ 7,300	82.5%	
5521	TELEPHONE EXPENSES	\$ 4,026	\$ 3,000	\$ 4,000	33.3%	
5522	SUBSCRIPTIONS & DUES	\$ 136	\$ 200	\$ 300	50.0%	
5523	INSURANCE & BONDS	\$ 4,219	\$ 4,500	\$ 4,000	-11.1%	
5547	LEASE COPIER	\$ 3,366	\$ -	\$ -	0.0%	
5531	TRAVEL	\$ 2,533	\$ 4,196	\$ 3,945	-6.0%	
(51) PUBLIC HOUSING AUTHORITY						
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE	
5511	DATA PROCESSING	\$ 3,215	\$ 5,335	\$ 4,497	-15.7%	
5527	ROAD EQU. REPAIRS	\$ 430	\$ 500	\$ 500	0.0%	
5530	UNIFORMS	\$ -	\$ 200	\$ -	-100.0%	
5532	AUDIT EXPENSE	\$ 3,000	\$ 6,000	\$ 6,000	0.0%	
5536	SAFETY EQUIPMENT	\$ -	\$ 500	\$ 500	0.0%	
5538	IDENTIFICATION	\$ -	\$ -	\$ -	0.0%	
5547	LEASE PAYMENT/ CAR	\$ 3,029	\$ 300	\$ -	-100.0%	
5551	BOOKKEEPING CHARGES	\$ 3,885	\$ 3,820	\$ 4,011	5.0%	
5564	CONTRACTUAL SERVICES	\$ 8,234	\$ 15,340	\$ 16,107	5.0%	
	COPIER MAINTENANCE		\$ 600	\$ -		
TOTAL OPERATING EXPENSE		\$ 49,237	\$ 58,341	\$ 62,680	7.4%	
5601	CAPITAL OUTLAY/COMPUTER EQUIPMENT	\$ 2,493	\$ 2,500	\$ -	-100.0%	
5700	HOUSING ASSIST PAYMENTS		\$ 616,332	\$ 611,508	-0.8%	
5700	HOUSING ASSIST PAYMENTS (PORTS)		\$ 909,429	\$ 1,066,029	17.2%	
5702	HOMELESS REHABILITATION	\$ 107,152	\$ -	\$ -	0.0%	
5703	HOMELESS TBRA		\$ -	\$ -	0.0%	
5704	HOMELESS PREVENTION		\$ -	\$ -	0.0%	
TOTAL CAPITAL OUTLAY		\$ 109,645	\$ 1,528,261	\$ 1,677,537	9.8%	
TOTAL EXPENSES		\$ 251,550	\$ 1,690,354	\$ 1,849,819	9.4%	
ACCOUNTS PAYABLE		\$ -	\$ -	\$ -	0.0%	
TOTAL PUBLIC HOUSING EXPENDITURES		\$ 251,550	\$ 1,690,354	\$ 1,849,819	9.4%	

Table 42: EMPLOYEE BENEFIT FUND

(60) EMPLOYEE BENEFIT FUND					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
4060	INTEREST REVENUES	\$ 1,278	\$ 1,180	\$ 1,180	0.0%
306	EARNED INTEREST	\$ 1,278	\$ 1,180	\$ 1,180	0.0%
3000	TRANSFER FROM GENERAL FUND	\$ 25,203	\$ 14,664	\$ 16,229	10.7%
3020	TRANSFER FROM WATER/SEWER	\$ 3,500	\$ 1,822	\$ 1,930	5.9%
3030	TRANSFER FROM SOLID WASTE FUND	\$ 2,450	\$ 1,122	\$ 1,288	14.8%
392	TRANSFERS	\$ 31,153	\$ 17,608	\$ 19,447	100.0%
EMPLOYEE BENEFIT FUND		\$ 32,431	\$ 18,788	\$ 20,628	9.8%
(60) EMPLOYEE BENEFIT FUND EXP. BUDGET					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5562	EMPLOYEE BENEFIT PAYMENTS	\$ 17,282	\$ 50,000	\$ 50,000	0.0%
530	EMPLOYEE BENEFIT PAYMENTS	\$ 17,282	\$ 50,000	\$ 50,000	0.0%
EMPLOYEE BENEFIT FUND		\$ 17,282	\$ 50,000	\$ 50,000	0.0%

CAPITAL PROJECT FUNDS

SUMMARY

The Village of Los Lunas has three capital fund projects. The Luna Hills capital project is a federally funded project to install sewer lines in a southwest neighborhood of the Village. The Wellness Center project is a Community Development Block Grant funded project and it is to construct an expansion onto the Village's Wellness Center. The Transportation Building project is also a federally funded project. This project is to construct a transportation administrative building that will be used to house equipment and staff supporting the transportation program.

Tables 43 and 44 present the FY 2004-2005 operating budget for the Capital Outlay projects.

Table 43: Luna Hills Project

(55) LUNA HILLS PROJECT					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
358-4009	EPA GRANT FUNDS		\$ 803,000	\$ 803,000	0.0%
	LUNA HILLS PROJECT	\$ -	\$ 803,000	\$ 803,000	0.0%
LUNA HILLS PROJECT REVENUES			\$ 803,000	\$ 803,000	0.0%
(55) LUNA HILLS PROJECT					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5650	CAPITAL OUTLAY/SEWER LINES	\$ -	\$ 803,000	\$ 803,000	0.0%
458	LUNA HILLS PROJECT	\$ -	\$ 803,000	\$ 803,000	0.0%
LUNA HILLS EXPENDITURES		\$ -	\$ 803,000	\$ 803,000	0.0%

Table 44: Transportation Building Project

(58) TRANSPORTATION BUILDING-VANS PROJECT					
ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
358-4009	GRANT FUNDS		\$ 1,250,000	\$ 1,250,000	0.0%
	TRANSPORTATION PROJECT	\$ -	\$ 1,250,000	\$ 1,250,000	100.0%
TRANSPORTATION PROJECT REVENUES			\$ 1,250,000	\$ 1,250,000	0.0%
(58) TRANSPORTATION PROJECT					
SUB ACCOUNT NAME		ACTUAL 2002/2003	BUDGET 2003/2004	PROPOSED 2004/2005	%CHANGE
5650	CAPITAL OUTLAY/BUILDING	\$ -	\$ 1,250,000	\$ 1,250,000	0.0%
458	TRANSPORTATION PROJECT	\$ -	\$ 1,250,000	\$ 1,250,000	100.0%
TRANSPORTATION EXPENDITURES		\$ -	\$ 1,250,000	\$ 1,250,000	0.0%

Table 46: DEBT SERVICE SCHEDULE

VILLAGE OF LOS LUNAS GROSS RECEIPTS TAX REVENUE BONDS SERIES 2003A - \$5,175,000			
Date	Principal	Interest	Semiannual Debt Service
10/1/2003		\$ 101,037.50	\$ 101,037.50
4/1/2004		\$ 101,037.50	\$ 101,037.50
10/1/2004		\$ 101,037.50	\$ 101,037.50
4/1/2005		\$ 101,037.50	\$ 101,037.50
10/1/2005		\$ 101,037.50	\$ 101,037.50
4/1/2006		\$ 101,037.50	\$ 101,037.50
10/1/2006		\$ 101,037.50	\$ 101,037.50
4/1/2007		\$ 101,037.50	\$ 101,037.50
10/1/2007		\$ 101,037.50	\$ 101,037.50
4/1/2008		\$ 101,037.50	\$ 101,037.50
10/1/2008		\$ 101,037.50	\$ 101,037.50
4/1/2009		\$ 101,037.50	\$ 101,037.50
10/1/2009		\$ 101,037.50	\$ 101,037.50
4/1/2010		\$ 101,037.50	\$ 101,037.50
10/1/2010		\$ 101,037.50	\$ 101,037.50
4/1/2011	\$ 100,000.00	\$ 101,037.50	\$ 201,037.50
10/1/2011		\$ 99,312.50	\$ 99,312.50
4/1/2012		\$ 99,312.50	\$ 99,312.50
10/1/2012		\$ 99,312.50	\$ 99,312.50
4/1/2013	\$ 650,000.00	\$ 99,312.50	\$ 749,312.50
10/1/2013		\$ 87,612.50	\$ 87,612.50
4/1/2014	\$ 675,000.00	\$ 87,612.50	\$ 762,612.50
10/1/2014		\$ 75,125.00	\$ 75,125.00
4/1/2015	\$ 700,000.00	\$ 75,125.00	\$ 775,125.00
10/1/2015		\$ 61,825.00	\$ 61,825.00
4/1/2016	\$ 725,000.00	\$ 61,825.00	\$ 786,825.00
10/1/2016		\$ 47,687.50	\$ 47,687.50
4/1/2017	\$ 750,000.00	\$ 47,687.50	\$ 797,687.50
10/1/2017		\$ 32,687.50	\$ 32,687.50
4/1/2018	\$ 775,000.00	\$ 32,687.50	\$ 807,687.50
10/1/2018		\$ 16,800.00	\$ 16,800.00
4/1/2019	\$ 800,000.00	\$ 16,800.00	\$ 816,800.00
	\$ 5,175,000.00	\$ 2,657,325.00	\$ 7,832,325.00

Table 47: DEBT SERVICE SCHEDULE

VILLAGE OF LOS LUNAS GROSS RECEIPTS TAX REFUNDING REVENUE BONDS SERIES 2003B - \$4,565,000			
Date	Principal	Interest	Semiannual Debt Service
10/1/2003		\$ 92,052.50	\$ 92,052.50
4/1/2004	\$ 185,000.00	\$ 92,052.50	\$ 277,052.50
10/1/2004		\$ 89,277.50	\$ 89,277.50
4/1/2005	\$ 465,000.00	\$ 89,277.50	\$ 554,277.50
10/1/2005		\$ 77,652.50	\$ 77,652.50
4/1/2006	\$ 485,000.00	\$ 77,652.50	\$ 562,652.50
10/1/2006		\$ 65,527.50	\$ 65,527.50
4/1/2007	\$ 510,000.00	\$ 65,527.50	\$ 575,527.50
10/1/2007		\$ 52,777.50	\$ 52,777.50
4/1/2008	\$ 530,000.00	\$ 52,777.50	\$ 582,777.50
10/1/2008		\$ 43,502.50	\$ 43,502.50
4/1/2009	\$ 550,000.00	\$ 43,502.50	\$ 593,502.50
10/1/2009		\$ 33,877.50	\$ 33,877.50
4/1/2010	\$ 575,000.00	\$ 33,877.50	\$ 608,877.50
10/1/2010		\$ 23,815.00	\$ 23,815.00
4/1/2011	\$ 540,000.00	\$ 23,815.00	\$ 563,815.00
10/1/2011		\$ 14,500.00	\$ 14,500.00
4/1/2012	\$ 725,000.00	\$ 14,500.00	\$ 739,500.00
	\$ 4,565,000.00	\$ 985,965.00	\$ 5,550,965.00

Table 48: SCHEDULE OF INSURANCE

VILLAGE OF LOS LUNAS SCHEDULE OF INSURANCES FOR FISCAL YEAR ENDING JUNE 30, 2005	
Auto Liability	\$ 150,835
General Liability	\$ 52,132
Foreign Jurisdiction	
Employee Dishonesty	
EMS Malpractice	
Errors & Omissions	
Civil Rights	\$ 31,381
Law Enforcement	\$ 23,157
Property/Machines & Equipment	\$ 39,241
Volunteer Firefighters	\$ 13,728
Workmen's Compensation	\$ 139,384
Unemployment	\$ 13,081
TOTAL INSURANCES	\$ 462,947

GLOSSARY

AD VALOREM TAX	Tax based on the Assessed Valuation of property.
APPROPRIATION	An authorization made by the Village Council which permits the Village to incur obligations and to make expenditures of resources
BOND	Written promise to pay a specified sum of money, called the face value or principal, at a specified date or dates in the future, called maturity date together with periodic interest at a specified date.
BUDGET	The annual fiscal year document which outlines expected revenues and expenditures.
BUDGET ADJUSTMENT	A procedure to revise a budget appropriation either by Village Council approval through the adoption of a budget resolution or by Village Manager authorization to adjust appropriations within a departmental budget.
CAPITAL IMPROVEMENT PROJECT	A long term financing and expenditure plan for the improvement or acquisition of capital facilities and equipment.
CAPITAL OUTLAY	Items greater than \$250. in value with a life expectancy of more than one year. Also known as "Capital Expenditures".
DEPARTMENT	A major administrative division of the Village that indicates overall management responsibility for an operation or a group of related operations, or performance units, within a functional area.
DEPARTMENT OF FINANCE AND ADMINISTRATION, LOCAL GOVERNMENT DIVISION	Also known as "DFA". The New Mexico State Agency responsible for overseeing municipal finances.
ENCUMBRANCE	The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.
ENTERPRISE FUND	An Enterprise Fund is one or more self-supporting operating centers established to provide goods or services to the public. These funds have operating budgets which are completely supported by the revenue generated from user fees and service charges. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures.
ESTIMATED REVENUE	The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by Council.
EXPENDITURE	Any payment disbursed by the Village from the Village's accounts. An expenditure may only be made against an approved budget amount.
FISCAL YEAR	The time period designated by the State signifying the beginning and ending period for recording financial transactions. The Village's specified fiscal year is July 1 to June 30.
FUND BALANCE	The excess of assets over liabilities and reserves and is therefore also known as surplus funds.

GENERAL FUND	The largest fund of the Village. The primary operating fund of most municipal governments, whereby operating expenses are supported by general governmental revenue sources such as ad valorem taxes, sale and other taxes, licenses and permits, and other financing sources. Typically, operating departments included in the General Fund are not self-supporting, even though some of them generate revenue through user fees and service charges.
GENERAL OBLIGATION FUND	Bonds sold by the Village to finance capital improvements. The property tax is the source of revenues for payment of these bonds.
GRANT	Funds awarded to the Village for a specific purpose. A separate fund is usually established for each grant and all revenues and expenditures are accounted for in that fund.
INTERNAL SERVICE FUND	This is a sub-account of the General Fund. Its purpose is to isolate internal charges for services that are provided by some Village departments to other departments during the course of daily operations.
LOCAL GOVERNMENT DIVISION	The division of DFA which is specifically empowered to ensure that municipal governments comply with state regulations.
RESERVE	An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.
REVENUE	Any money received by the Village as a fee, tax, grant or other source.
REVENUE BOND	Bonds sold by the Village to finance capital acquisitions and paid from gross receipts taxes or enterprise fund revenues.
REVENUE ESTIMATE	The amount of revenue anticipated to be collected during the fiscal year.
TRANSFER	Any movement of money between funds, activities, accounts and sub-accounts.